

ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING
ADAMS COUNTY BOARD ROOM
September 22nd 2009, 6:00 p.m.

P1

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of the August 18th, 2009 County Board Minutes
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors, to approve claims, Hartley, Kotlowski, Townsend, Johnson, Klingforth, and Keckeisen to review during recess.
10. **Correspondence:** Letter received August 13, 2009 from Walter and Marianne Dickmann regarding Shermalot Water Ski Show. Letters received Aug 19, 2009 from David M. Fink, Dan Stoil, and Joan Touchette regarding Shermalot Water Ski Show. Letter received Sept 10, 2009 from Thomas Fink regarding the Shermalot Water Ski Show.
11. **Claim:** Claim received on August 24, 2009 against Adams County regarding 1999 Chevrolet Silverado Truck seized by Adams County Sheriff's Department; owner of said vehicle is Mary M. La Barge.
12. **Appointments:** Appoint Isolina Jackson to Adams County Local Emergency Planning Committee as a media representative. Appoint Tim Diemert to Central Wisconsin Economic Development Board of Directors. Appoint Marti Hillert and Daric Smith to Central Wisconsin Economic Regional Loan Committee.
13. **Unfinished Business:**
14. **Reports and Presentations:**
 - a. AEGIS Corporation presentation by John Dirkse and Dave Bisek
 - b. Administrative Coordinator/Director of Finance, including long range planning
 - c. Approve amendments to Rome Zoning Ordinance 10.04
 - d. Proposed Chapter 10 zoning map change: Parcel #30-647 changed from R4 Residential to Business (map available in the County Clerk's office)
 - e. Discuss the evaluation process for Administrative Coordinator/Director of Finance and Corporation Counsel/Personnel Director
 - f. Report from Planning & Development Committee regarding proposed formation of Goose Lake District

| | | |
|---|---|---|
| P2 15. Review of Committee Minutes | | |
| Ad Hoc Rules 7/28 Adams Cty Brd 8/18 Admin & Fin 8/13 Airport 7/21/08, 9/8/08, 1/15/09, 8/10/09 Brd of Adjust 6/17, 8/19 CWCA 6/24 Exe 7/2, 8/3, 8/10, 8/11, 9/8 | Health & Human 8/14 Humane Society 6/11, 8/9 Library 8/24 Plan & Dev 8/7, 8/10, 8/18, 9/1, 9/2 Property 8/5, 8/10 Pub Safety 7/8, 8/12, 8/18, 9/9 | Pub Works 7/8, 8/12, 8/13, 9/9 Resource & Rec 7/10, 8/5, 8/12, 8/18, 8/31, 9/3 SCLS 7/13, 8/10 Surveyor 9/1 |

16. Resolutions:

Res. #60: To approve the appointment of David Guerin to the position of Adams County Veteran Service Officer at a salary of \$43,284.80 (Grade 10, Step 3) plus benefits, per the existing non-represented wage scale, and three weeks of vacation to start.

Res. #61: To approve submission of a grant application to purchase a new van to support the county's public transportation system.

17. **Ordinances:** none

18. **Denials:** none

19. **Petitions:** none

20. Approve Claims

21. Per Diem and Mileage for this Meeting read by the County Clerk

22. Motion for County Clerk to correct errors

23. Set next meeting date October 20th

24. **Closed Session:** none

25. Adjournment

*******Potential quorum of the Adams County Board may be present at the open house.**

There will be no action taken.

Property Committee has also requested Scottie Realty to host an open house from 4-6 p.m. Tuesday (prior to county board) on the listed property on the northeast corner of the courthouse. The property is on the market and it is an opportunity for the Board to view the property and see if it could possibly fit into some long range planning. There is no discussion or action regarding this item on the board agenda for the meeting.

Aug. 28, 2009 ①

To: Adams County Board,

It recently came to my attention that you have withdrawn permission for the Sherwood Water Ski team to use Lake Arrowhead as it's training and show site. I personally find this to be a very short sided decision.

Why? Since 1975 this site was home to the team. Damage to the dam? Neighborhood concerns?

Why? Why? Why?

The team has been a huge "asset" to the Town of Rome Lake community. Any festivities in the area highlight the team and depend on their presence to generate necessary income. We have been spending our summers at Lake Camelot & Lake Sherwood since
(OVER)

②
 1976 and look forward to team spirit and competitive attitudes. If the problem is being ^{too} close to the Lake Arrowhead Dam then please work with the team to develop a workable solution. It is very easy as a County Board to just say "no" but please keep an open mind to the damage you are doing to the Town of Rome and its tax payers.

Thank you for addressing my concerns.

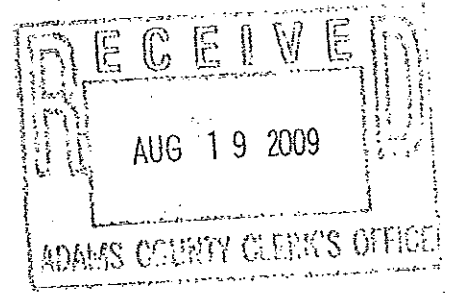
Walter A. Dickman
 Marcaine A. Dickman
 231 Wilmington Ct.
 Lake Camelot

HOME: 2120 W. Carrington Ave
 Oak Creek, WI. 53154
 414-261-1389
 WDKMANN001@WI.RR.COM

AUG 31 2009

RECEIVED

David M. Fink
4311 Hilltop Circle
Middleton, WI 53562
608-712-3465



August 18, 2009

Ms. Cindy Phillipi
Clerk
Adams County Board
P.O. Box 287
Friendship, WI 53934

Dear Ms Phillipi and the Adams County Board:

I am writing this letter on behalf of the Shermalot Water Ski Show Team! As you can see from my return address I live in Middleton, WI; however, I own a home on Lake Sherwood at 1098 W. Queens Way.

I have recently learned that the Ski Team may lose its show site that it has used for the past 28 years. I honestly don't understand why anyone would want to deny these kids and families from providing quality entertainment for the people of Rome, Adams County and those people that recreate in the area. In times of economic down turn all positive attributes of a community should be promoted and embraced.

My family and I got involved with the Shermalot Show Ski Team in August, 2008. I volunteered to drive one of the tow boats, my wife is a spotter for one of the other tow boats and my boys - ages 12 and 8 are now skiing in shows. We have met so many wonderful people through our involvement with the team - people that we never would have met if not for the team.

The Shermalot Show Ski Team is a great ambassador for Rome and Adams County. We travel to numerous show sites performing for hundreds and thousands of people each year.

Below is information that I copied from the Adams County web site:

NOW, MORE THAN EVER, KEEP IT LOCAL

*Given the current economic crisis our nation is facing,
We need to do everything we can to keep as much as possible of
our community's collective wealth within our community.*

This is the time of year that Chamber employees in small communities across the land all begin to beat a familiar drum. The message sent forth is simple, but important.

Doesn't this say it all! The Town of Rome and Adams County have so many natural resources that bring people and revenue to the area. The Ski Team respects the natural resources that we use. We keep the show site clean but most importantly we bring visitors to the area that spend their money, purchase second homes, retire to the area. I am not saying that all this is the result of having a ski team but for many people, my family included, keeps us coming back and committed to the area.

In my opinion, Adams County and The Town of Rome should do everything in their power to help promote and sustain The Shermalot Show Ski Team.

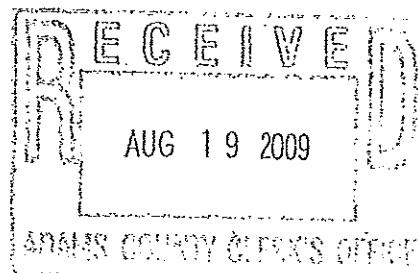
Ms Phillipi and the entire County Board, I understand that I am not a voting citizen in Adams County; however, the real estate taxes that I do pay should let my voice be heard. Please call me at 608-712-3465 to discuss this further.

Thank you!

Sincerely,



David M. Fink



Stoil's House

May 6, 2002

Adams County Board
C/O Cindy Phillippi, Clerk
PO Box 278
Friendship WI 53934

Dear Board Members:

It has come to my attention that Shermalot Show Team has been given notice that they might be evicted from their show site on Lake Arrowhead. This would be a great mistake.

Shermalot is a family organization that involves members from 3 years old to 80 years old. I a time where the family is under attack, we should be supporting family activities, not putting up barriers to them.

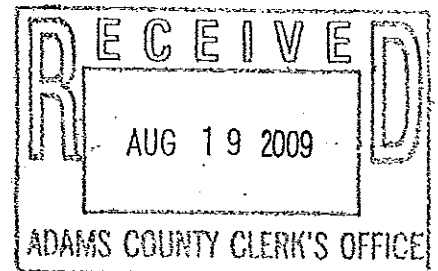
If you would go to the show site, you would see the there are a significant number of families that are not associated with the team that are enjoying a night together that they can afford (free).

I am against evicting the team from the Lake Arrowhead site.

Sincerely,



Dan Stoil

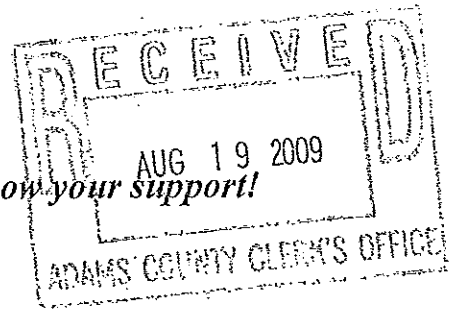


Please use this information to write a personal letter to show your support!

HELP US SAVE OUR SHOW SITE

Shermalot Water Ski Show Team

Founded in 1975



Provide safe family-oriented entertainment for the community

Provide a safe, healthy activity for the youth of the area to share with their parents.

Entire families are involved with the ski team and spend many hours together sharing a love and commitment to their sport.

Advocate leadership in the youth of the organization. The adults involved in the organization provide mentoring for youth who are placed in leadership positions.

Franklin Roosevelt once said "we must fill our children's time with activities that are exciting, interesting, and good for them or they will fill it with those that are exciting, interesting, and NOT good for them." This is exactly what show skiing offers to youth and their families.

A typical evening is spent at the lake with the entire family. By the end of the evening, the kids go home with their parents wet, cold, tired and hungry. There is plenty of excitement and challenge to be found in the acts that we perform, yet safety is always the top priority.

Our focus on healthy, family-oriented activities has built many lifelong friendships, marriages, and entire families that share a bond beyond the sandy beaches and sunshine of the Town of Rome. Some of the founding members of the team are still active with the team and we have several second and even third generation family members participating in our shows.

You will be amazed at the family involvement. You will see Dad driving the boat, Mom, Daughter and Son skiing together in the same act. Or perhaps Mom is handling miles of rope or riding as spotter in the boat. Very few parents sit and watch the show because they are involved in the show. The costumes? They are made by community members, skier, parents and grandparents. They are seldom full costumes when purchased.

The Lake Arrowhead Dam on 15th Avenue has been our home for the last 28 years. During that time, the Shermalot Water Ski Show Team has been good stewards of the site.

Please help Shermalot continue to do this great work with the youth of the area.

Great, free entertainment for the people of Adams County and visitors to our area.

PLEASE PLEASE LISTEN
 We hear what they are saying! We totally
 agree + support all they are →

Working For.

P9

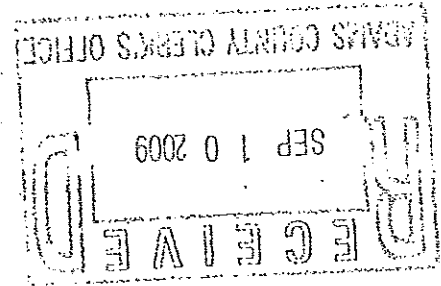
We Do Need Them!

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Shereva 2

Mr. Chris Murphy
Adams County
Land and Water Conservation Department
P.O. Box 287
Friendship, WI 53934



September 4, 2009

Dear Mr. Murphy,

It has come to my attention that the Shermalot Water Ski Show Team may no longer be part of the Lake Arrowhead environment. This would be very sad news for all who watch the terrific shows put on by this ski team, but even more importantly; this would be a blow to the community of Lake Arrowhead.

Small towns, such as the town of Rome, need something that bonds people and families together. Having been in the audience for several of the Shermalot Water Ski Show Team performances, I have always come away impressed by the level of "spirit" the audience shows the team, as well as the team-building that is so evident in this ski team family.

Often there is little to do in communities the size of the town of Rome. When you can get people involved in an activity like the Shermalot Water Ski Show Team; when families are connected through a sport like water skiing; when kids want to be around the parents and other adults, then these young people are more likely to become leaders in this world, perhaps even giving back to the communities of Lake Arrowhead and the town of Rome. It seems to me that the Shermalot Water Ski Show Team is not only giving back to the community, but also developing the leaders of tomorrow.

Please look around your community. Take note of positive "vibes" that emanate from the audience that watch any of the ski shows. Look at the learning and leadership skills that are being fostered in the young by the adults in the Shermalot Water Ski Show Team. This is so evident, that my son would love to be a part of this environment if we lived closer. I am sure there are many young people in your community who can't wait to one day be part of something this ski team offers that is larger than any of their shows. I am talking about pride, self-worth, and a sense of belonging!

Taking away such a big part of the Lake Arrowhead community I believe, will only take away a connection that many of these young people need. Wouldn't it be a shame to remove something like the Shermalot Water Ski Show Team from Lake Arrowhead that builds a positive community of young people together, and a positive community at large? Lake Arrowhead needs to keep this feel good spirit, otherwise it may be left with a community of lifelessness, and kids without a summer purpose. Gone will be the "spirit" of the young people from this team, the leadership qualities that have been built, and the education of life experiences that the Shermalot Water Ski Show Team fosters.

Please reconsider your removal of the Shermalot Water Ski Show Team from Lake Arrowhead. You will lose a large part of the positive environment that this group offers your community and the town of Rome.

Sincerely,

Thomas A. Fink

CLAIM

To: Cindy Phillippi
County Clerk, Adams County
402 Main Street
Friendship, WI 53934

Mark D. Thibodeau
District Attorney, Adams County
402 Main Street
Friendship, WI 53934

This Claim is made by Mary M. La Barge (hereafter referred to as "Claimant"), through her attorneys Metcalf & Quinn S.C., by William A. Metcalf, against Adams County, Wisconsin, pursuant to § 893.80(1) WIS. STATS.

Claimant, whose address is 1740 Chestnut Street, Wisconsin Rapids, Wisconsin, is the registered and rightful owner of a 1999 Chevrolet Silverado Truck, red in color, VIN #1GCEK14T9XZ173435 which is the subject of a forfeiture action in Adams County Circuit Court Case No. 09-CV-279. The Claimant, simultaneously with the forwarding of this Claim, is forwarding a Notice of Circumstances of Claim dated August 21, 2009, which is incorporated in this Claim by reference.

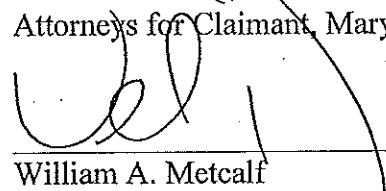
By reason of the foregoing, including the Notice of Circumstances of Claim, the Claimant claims that Adams County should promptly and immediately deliver possession of the above-referenced motor vehicle to the Claimant, and accordingly and immediately dismiss the pending forfeiture of motor vehicle action in Adams County Circuit Court Case No. 09-CV-279.

In the event that Adams County fails to return possession of the above-referenced motor vehicle to the Claimant, the Claimant may seek appropriate relief in a court of competent jurisdiction.

Dated this 21st day of August, 2009.

METCALF & QUINN S.C.
Attorneys for Claimant, Mary M. La Barge

By:


William A. Metcalf
State Bar No.: 1013407

cc: Ms. Dianna Helmrick - Clerk of Circuit Court
Ms. Mary M. La Barge - Claimant

NOTICE OF CIRCUMSTANCES OF CLAIM

To: Cindy Phillippi
County Clerk, Adams County
402 Main Street
Friendship, WI 53934

Mark D. Thibodeau
District Attorney, Adams County
402 Main Street
Friendship, WI 53934

This Notice of Circumstances of Claim is given by Mary M. La Barge, 1740 Chestnut Street, Wisconsin Rapids, Wisconsin (hereafter referred to as "Claimant"), to the County of Adams, a duly organized and existing governmental entity in the State of Wisconsin, pursuant to § 893.80(1)(a) WIS. STATS.

On or about June 24, 2009, a vehicle described as a 1999 Chevrolet Silverado Truck, red in color, VIN #1GCEK14T9XZ173435, was seized by the Adams County Sheriff's Department in the Township of Springville, Adams County, Wisconsin, pursuant to the arrest of one Larry M. Moore who was then and there driving said motor vehicle and who was subsequently charged in a criminal complaint with possession with intent to deliver THC (Tetrahydrocannabinols).

On July 23, 2009 Adams County had filed a Summons and Complaint in Adams County Circuit Court (Case No.: 09-CV-279) against Larry M. Moore, alleging that the above-described motor vehicle is subject to forfeiture to Adams County pursuant to § 691.55 to § 961.555 Wis. STATS. The basis of the allegation is that Larry M. Moore is the owner of the vehicle and that said vehicle was involved in criminal activity (i.e. possession with intent to deliver THC). However, the true, rightful and legal owner of said motor vehicle is the Claimant, Mary M. La Barge, address 1740 Chestnut Street, Wisconsin Rapids, Wisconsin. Said vehicle is titled and registered to the Claimant and was so titled and registered prior to June 24, 2009 and all times subsequent to June 24, 2009. The Claimant was the purchaser of said vehicle and also made all vehicle loan payments, insurance, and registration payments on said vehicle. Accordingly, Larry M. Moore was not the owner of said vehicle on June 24, 2009 and never has been the owner of said vehicle.

Accordingly, Claimant opposes the forfeiture of said vehicle to Adams County and claims ownership of said vehicle and demands return of the 1999 Chevrolet Silverado Truck, red in color, VIN #1GCEK14T9XZ173435 to herself.

By reason of the foregoing, Claimant, Mary M. LaBarge, has a claim and intends to assert a claim that the County of Adams wrongfully seized personal property belonging to her.

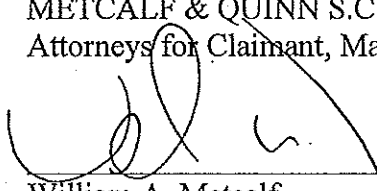
This Notice of Circumstances of Claim is made on behalf of Mary M. La Barge by her attorneys, Metcalf & Quinn S.C., by William A. Metcalf, pursuant to § 893.80(1) WIS. STATS.

Dated this 21st day of August, 2009.

METCALF & QUINN S.C.

Attorneys for Claimant, Mary M. La Barge

By:

A handwritten signature in dark ink, appearing to be 'W. A. Metcalf', is written over a horizontal line.

William A. Metcalf

State Bar No.: 1013407

Adams County Administrative Coordinator

402 Main Street P.O. Box 102 Friendship, WI 53934-0102

Barbara Petkovsek, Administrative Coordinator

Phone: 608-339-4579

Fax: 608-339-4509

bpetkovsek@co.adams.wi.us

September 16, 2009

TO: County Board Supervisors

FROM: Barbara Petkovsek
Administrative Coordinator



RE: Long Range Planning

At the December, 2008 County Board meeting, the Board of Supervisors unanimously adopted resolution #66 to proceed with Ayres doing a long-range space needs study.

The study has been completed and presented to the Board. Property Committee is requesting the board to prioritize the plan. Based on the written report and information presented by Ayres, during the recess of County Board on September 22nd they are asking you to rank the projects in the following manner. The projects will be presented on the wall and each Supervisor will be given 3 dots to apply to the projects. Each Supervisor can only apply 1 dot to a project, therefore you will be choosing 3 projects to designate with a dot.

Attached are the projects as you will see them Tuesday night. If you have any questions, please feel free to contact me.

Property Committee has also requested Scottie Realty to host an open house from 4-6 p.m. Tuesday (prior to county board) on the listed property on the north east corner of the courthouse. The property is on the market and it is an opportunity for the Board to view the property and see if it could possibly fit into some long range planning. There is no discussion or action regarding this item on the board agenda for the meeting.

Thank you.

ADAMS COUNTY LONG RANGE PLAN

| RANK | |
|-------------------------|--|
| COURTHOUSE & ANNEX | Demolish the existing maintenance storage garage at the east edge of property. Build a new 7,000 sf. addition to house UWEX and Land/Water departments. Space for public meetings should be included in the new addition. Remodel first floor storage vaults into one common vault, to be used for DA archived files. Remodel DA's office to include adjacent conference room. Remodel Community Corrections into Clerk of Court Archives. Remodel Rural Industrial Development office into conference room. Relocate Admin. to current first floor conference room and Treasurer/GIS office. Remodel Administrator Suite into office for Parks & Recreation. Convert vacated Land & Water/Parks office into Personnel Director office and secure archive storage for Corp Counsel, Treasurer, Admin as needed. Relocate inactive Administrator and Treasurer files to lower level storage. Add walls and egress doors to separate first floor departments. Add alarm to door at first floor south stairwell exit. |
| LAW ENFORCEMENT CENTER | Build new 12,000 sf. addition at north to house Sheriff, Comm., Child Support. Remodel vacated Sheriff's office into Community Corrections & RIP storage. Remodel vacated communications, interview and evidence areas into preferred jail functions. Add key card security system to all building exits. Add fence to exterior area TBD to create prisoner evacuation "dump area". Add mechanical equipment to create negative-pressure "isolation cell" in pod C. Tie sheriff office into emergency backup generator. Replace mechanical equipment as per mechanical report. |
| EMERGENCY MANAGEMENT | Build new 60' x 40' storage unit at west end of fairgrounds for year-round storage of the Emergency Management mobile command post trailer and mass casualty trailer. Add toilet facilities to the exterior end of the storage unit, for public use during events at the fairgrounds. |
| HEALTH & HUMAN SERVICES | RETAIN CONSULTANT TO CONDUCT ROOF VENTILATION/INSULATION INSPECTION Tear off existing asphalt roof. Replace roof decking and structure as needed. Install ice/water shield and new shingles. Add catch basin to parking lot to prevent standing water, connect to storm sewer. Reconfigure Social Services vestibule, waiting room, and reception areas to improve security, confidentiality, and layout. Convert room #119 into dedicated computer server. Remodel VSO to add another office, secure file storage room, and restrooms. Add key-card security system. |

ADAMS COUNTY LONG RANGE PLAN

P16

| RANK | |
|--|--|
| COMMUNITY CENTER | |
| RETAIN CONSULTANT TO CONDUCT ROOF VENTILATION/INSULATION INSPECTION | |
| Remodel evacuated UWEX space into new library space, to be used for additional stacks and public internet access. Maintain public meeting room. Dedicate community center storage to be for Aging use only. Add key-card security system. | |
| HIGHWAY DEPARTMENT | |
| Convert small shed behind sign shop to dedicated brine storage. Add storage system to Highway Shop parts room. Refinish/repair wash bay, adding corrosion-resistant doors and ventilation as needed to eliminate future corrosion issues. Expand heated storage unit by 50% to accommodate additional storage needs. Add storage unit to hold 3000 ton salt, 20,000 ton salt-sand mix. Add 45' deep lean-to equipment storage. Redesign sit stormwater collection system to accommodate additional buildings/paving. | |
| SOLID WASTE/RECYCLING | |
| Add 4800 sf addition to maintenance shop, to include 10 person meeting/break room, file storage, work bay, oil change bay. Demolish "Bldg. #3", currently used for file storage. Remodel office, restrooms, and ventilation to meet code and improve working conditions. Remodel shop toilet room, office, and parts room to improve usability of space. Add 3-sided equipment/vehicle storage unit. | |
| STORAGE FACILITY | |
| Add new 120'x60' security fence to serve as secure police impound/evidence storage. Add lighting, security, and remote surveillance system to entire site. | |

Tammy Pongratz

From: Heather Wessling

Sent: Wednesday, July 22, 2009 2:01 PM

To: Tammy Pongratz

Cc: Philip A. McLaughlin

Here are the action items for the Town Board to consider for July 30th. These recommendations were considered at the July 7th Plan Commission Public Hearing and Regular Meeting and the minutes for July 7th were approved on July 21st.

1. Application filed with Zoning Administrator: Rezone Request from David Ramsden for Tax Parcel #30-647: Legal Description being PT SW ¼ NW ¼ Ex Hwy Row, PT of Lot 1CSM 4113 - Address being Alpine Drive and Abutting Highway 13, portion along Highway 13 is already zoned Business, remainder of property R4. Ramsden's proposal is to Re-zone the portion of the property zoned R4 to B and/or to modify Buffer Requirements.
2. 10.04 (5) (e) Zoning Permit Expiration: Proposal to eliminate the requirement that construction or use is commenced within twelve months of the issuances of a zoning permit based upon the recent proposal that zoning permits expire within 24 months of issuance.
3. Proposal to amend sec. 10.11 (3) to add short-term rental as a conditional use in the LD District.
4. Consideration of whether to direct Zoning Administrator to file application to rezone Arrowhead South Subdivision from LD to R-2 based on recent changes to section 10.03 (5) (b) regarding minimum lot sizes.

Action Taken By Plan Commission on the above items from the minutes:

1. Action on Regular Meeting Agenda Item 8: Application filed with Zoning Administrator: Rezone Request from David Ramsden for Tax Parcel #30-647: Legal Description being PT SW ¼ NW ¼ Ex Hwy Row, PT of Lot 1CSM 4113 - Address being on Alpine Drive and Abutting Highway 13, portion along Highway 13 is already zoned Business, remainder of property R4. Ramsden's proposal is to Re-zone the portion of the property zoned R4 to B. Lauby/Brain to approve the re-zone of R4 property to B. Motion unanimously passed.

CLARIFICATION TO AGENDA ITEM 8 OF THE JULY 7TH MEETING: THE PARCEL FOR RE-ZONE CONSIDERATION IS SPLIT BETWEEN A PORTION BEING R4 AND A PORTION AS B. RAMSDEN REQUESTED THE FULL PORTION THAT IS ZONED R4 TO B, AS IT MAY BE UNCLEAR IN THE ORIGINALLY PUBLISHED AGENDA.

- a. Lauby/McLaughlin to accept the findings of fact that the proposal was accepted because as a result the entire parcel is now uniformly zoned, the neighboring home is also zoned B1, and there was no objections from adjoining property owners about the rezone or proposed site plan. Motion unanimously passed.
1. Action on Regular Meeting Agenda Item 9: McLaughlin/Bilbao to accept the proposal 10.04 (5) (e) Zoning Permit Expiration: Proposal to eliminate the requirement that construction or use is commenced within twelve months of the issuances of a zoning permit based upon the recent proposal that zoning permits expire within 24 months of issuance as presented by Town Attorney Dan Wood. Motion unanimously passed.
 - a. Griffin/Bilbao to accept the findings of facts that the proposal is desirable because both a building permit, when issued, is issued just after a zoning permit is issued; therefore, it is recommended to change zoning permit expiration to 24 months to coincide with the fact that building permits expire after 24 months. Now they both have the same non-commencement criteria and same expiration. Motion unanimously passed.
2. Discussion and Action on Regular Meeting Agenda Item 10: Griffin/Lauby accept the proposal to amend sec. 10.11 (3) to add short-term rental as a conditional use in the LD District. Roll call vote: Griffin - Yes, Brain - No Lauby - Yes; McLaughlin - No, Fregien - No, Jacobson - Yes, Bilbao -

7/24/2009

P18

10.04 (5) Addition/changes recommended by Plan Commission on 05/26/09

(6) ZONING PERMITS:

(a) A zoning permit shall be required for any change in the use of land and for any construction, relocation or alteration of a building or structure. Alterations that do not change the exterior dimensions of the building or structure shall be exempt from the requirement of a zoning permit.

(b) Except as hereinafter provided, no permit pertaining to the use of land or buildings shall be issued unless the application for such permit has been examined and approved by the Zoning Administrator. Any permit issued in conflict with the provisions of this Chapter, shall be null and void.

(c) Application: All applications shall be filed with the Zoning Administrator on the prescribed form. The application shall be accompanied by such plans and/or data required by the Zoning Administrator. In the event that the lot lines for the subject property are not readily identifiable, the Zoning Administrator has the authority to require that the applicant have the lot lines located and marked by a registered land surveyor.

(d) The Zoning Administrator shall, after reviewing an application for a zoning permit, determine whether all requirements of this Chapter have been satisfied. The Zoning Administrator shall issue the permit if that burden is satisfied. If it is not satisfied, the Zoning Administrator shall issue a written denial explaining the reasons that the application was denied.

(e) The Zoning Administrator shall retain continuing jurisdiction over all permitted uses for the purpose of resolving complaints and may order the removal or discontinuance of any unauthorized alterations or violations.

(f) Should a permit applicant, his heirs or assigns, fail to comply with the conditions of the permit issued or should the use or characteristics of the use be changed without prior approval the permit may be revoked.

(g) A permit shall expire twenty-four (24) months from the date of issuance. ~~A permit shall become null and void within twelve (12) months of its issuance unless the use is commenced, construction is underway or the current owner possesses a valid building permit under which construction is commenced within six (6) months of the date of issuance and which shall not be renewed unless construction has commenced and is being diligently prosecuted.~~ The permit may be extended for a period of ninety (90) days for justifiable cause, if an application is made to the Zoning Administrator at least thirty (30) days before the expiration of said permit. Where a permitted use does not continue in conformity with the conditions of the original approval, the permit shall be terminated and may be considered as a violation of this Section.

NEW

No change

was 10.04(6)(e)

NEW

was 10.04(a) NO Change

was 10.04(6)(a) NO Change

was 10.04(6)(b) NO Change

was 10.04(6)(c) NO Change

was 10.04(6)(d) NO Change

REPORT TO THE ADAMS COUNTY BOARD FROM THE PLANNING & DEVELOPMENT COMMITTEE ON THE FORMATION OF THE GOOSE LAKE DISTRICT

PUBLIC HEARING

Upon referral by the Adams County Board, the Planning and Development Committee held a public hearing on September 1, 2009, at the Adams County Courthouse, County Board Room, starting at 1 p.m., on the petition to form a Goose Lake District. The following is a report of that hearing and actions taken by the Committee pursuant to the petition and public hearing. The petition included verifications that over 51% of the landowners in the proposed district had signed supporting the formation of a lake district and also included a legal description and map of the proposed district.

Members of the Planning & Development Committee present were Sylvia Breene, Dick Colby, Mike Keckeisen, Karl Klingforth (sitting in for Terry James), Glenn Licitar, Joe Stucklak and Joanne Sumpter. Also present were Chris Murphy and Reesa Evans of the Adams County Land and Water Conservation Department. Citizens attending included: David Bourke, Laurian Falk, Laverne Falk, Gordon Froling, Nick Homan, Celia Johnson, Pete Johnson, Onufry Karch, John Kimmer, John Kocisko, Rich Walhord, Janice Sommer and Jerome Sommer.

Chair Licitar called the meeting to order at 1 p.m. Commission Sumpter read the public notice aloud. Sumpter also read all letters received before the hearing concerning the formation of the lake district. Of the 8 letters received and read, 0 letters were in favor of formation of the lake district.

Each person present provided their testimony about the formation of the lake district. 10 of the people speaking were in favor of the formation of the lake district; 4 persons speaking were against the formation. Testimony included information that the proposed district boundaries were delineated on the basis of scientific establishment of surface and ground watersheds that feed into Goose Lake. Thus, all the off-shore lots included in the proposed district were identified as having potential impact on the lake by either surface and/or groundwater flow into the lake. Further, studies were cited showing that ownership of property so close to the lake had a positive effect on the property value of the off-shore lots.

Also discussed were the presence of high-quality wetlands along much of Goose Lake's shore and the need for a stable budget to continue to care for the lake and its water quality. Some of the opponents to the lake district formation had complained about the noise from waterskiers and jet skiers, as well as the size and presence of boat motors. It was noted that a lake district would be better equipped to handle such matters than the current voluntary lake association, as well as take appropriate protective action on water quality and invasive species activities..

Representatives from the Goose Lake Improvement Association informed those present about the responsibilities and duties the group had taken on previously, their inability to continue some of these responsibilities without a stable budget source, and their desire to exercise healthy stewardship over the lake for the benefit of landowners in the district and members of the public using the lake by having a lake district that would allow them to carry out all the desired actions.

After all the input, Chair Licitar closed the hearing at 2 p.m., stating that the committee would render a decision at its monthly meeting on September 14, 2009.

MONTHLY MEETING

Decision on the petition was made part of the Planning & Development Committee meeting on September 14, 2009. That agenda, including notice of action on the petition, was properly announced before the September 14 date.

Discussion at the meeting was open to any members of the public who wished to further comment. The committee made the following findings: (a) that the petition had been signed by the required number of landowners; (2) that formation of the district was necessary; (3) that the public health, comfort, and public welfare will be promoted by the establishment of the district; (4) that the property included in the district will benefit from the district's establishment; (5) that the formation of the district will not contribute to long-range pollution, but will instead permit more efficient and complete positive stewardship of the lake, especially in terms of water quality and invasive species management.

A motion was then made by Supervisor Keckeisen, seconded by Commissioner Colby, to approve the formation of the Goose Lake District with the boundaries as proposed and to recommend to the Adams County Board that it order the formation

of the district. Each commissioner voted "aye" upon roll call vote. The motion was passed unanimously.

**RESOLUTION TO APPROVE THE APPOINTMENT OF DAVID GUERIN TO
THE POSITION OF ADAMS COUNTY VETERAN SERVICE OFFICER**

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To approve the appointment of David Guerin to the position of Adams County Veteran Service Officer at a salary of \$43,284.80 (Grade 10, Step 3) plus benefits, per the existing non-represented wage scale, and three weeks of vacation to start.

FISCAL NOTE: None, monies are budgeted for the position in the Department's 2010 budget.

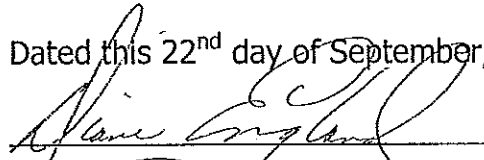


WHEREAS: On August 11, 2009, the Executive Committee, along with the Chair of the Health & Human Services Board, Interim Veteran Service Officer, Administrative Coordinator/Director of Finance and Corporation Counsel/Personnel Director, interviewed candidates for the position of Veteran Service Officer; and

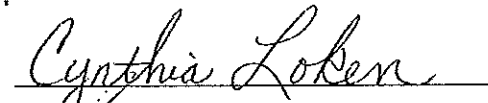


WHEREAS: Based upon the interview, David Guerin was selected by the Executive Committee as the most qualified candidate for the position of Veteran Service Officer; and

WHEREAS: Mr. Guerin began employment with Adams County on September 14, 2009;

NOW THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors, it is hereby approved to appoint David Guerin to the position of Adams County Veteran Service Officer, at a salary of \$43,284.80 (Grade 10, Step 3) plus benefits, per the existing Adams County Non-represented Wage Scale, with three weeks of vacation to start.

Dated this 22nd day of September, 2009.

Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this
22nd day of September, 2009.

County Board Chair

County Clerk

P134

INTRODUCED BY: Administration & Finance Committee

INTENT AND SYNOPSIS: To approve submission of a grant application to purchase a new van to support the county's public transportation system.

FISCAL NOTE: No matching funds are required. No county funding is required.

WHEREAS, Adams County has received a Federal Public Transit (Section 5311) Grant to provide a funding subsidy for the Adams County Transit System since 2004, and

WHEREAS, the Adams County Board of Supervisors adopted Resolution 54 at the August 2009 board meeting to submit the grant application for operation of the transit system in 2010, and

WHEREAS, the current primary vehicle has provided over 108,000 miles of service as of August 2009, and

WHEREAS, annual program mileage is approximately 103,000 miles, and

WHEREAS, the Wisconsin Department of Transportation has defined the useful life of a transit vehicle as 150,000 miles of service, and

WHEREAS, there is potential grant funding available for Calendar Year 2010 to provide 100% of the cost of a new vehicle, and

WHEREAS, the grant application to purchase a new vehicle is due to WisDOT no later than October 15th, 2009, and submission of the grant application must be authorized by the County Board of Supervisors, and

WHEREAS, Central Wisconsin Community Action Council, Inc. (CWCAC) is willing to write and submit the grant application to purchase a new van, and

WHEREAS, there is NO County commitment for any matching funds,

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors to approve the submission of a Section 5311 Capital Assistance grant application in October 2009 for the purchase in 2010 of a replacement 9 - 11 passenger van fully funded by the grant and requiring no 2010 County Budget funding.

Dated this _____ day of September, 2009.

ADMINISTRATION & FINANCE COMMITTEE

John West
Al Sebastian
Joyce Krsinich

 ADOPTED by the Board of Supervisors of Adams County, Wisconsin, this _____ day of

 DEFEATED _____, 2009

 County Clerk

 County Board Chairperson

Called to order by Chairman Stuchlak at 3:06 p.m. Roll call was taken. Present: England, Sumpter, Ward James. Excused: West. Also present Barb Petkovsek, Administrative Coordinator/Director of Finance; Phillippi.

The meeting was properly noticed.

Motioned by Sumpter/James to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/England to approve the July 14th, 2009 minutes. Motion carried by unanimous voice vote.

The committee reviewed department heads' comments and referred back to sections previously worked on.

Murphy present at 3:10 p.m.

Committee reviewed previous month's recommendation on the following section:

SECTION 19 - CONVENTIONS, SEMINARS, TRAINING & TOUR REIMBURSEMENT

19.03 Reimbursement for Expenses. The County will reimburse employees for expenses incurred for approved travel, conventions, seminars, training and tours. Employees shall be reimbursed in the weekly check processing. ~~In order to receive reimbursement, County Board, Committee members and employees must submit a Training & Conference Reimbursement Form along with copies of the original receipts to the Administrative Coordinator/ Director of Finance's office for payment.~~ Employees shall receive approval, from their department head, prior to attending any convention, seminar, training or tour. The department head shall only approve an employee to go to a convention, seminar, training or tour if the money is available in the budget.

The committee recommends adding the following language to section 19.03: In order to receive reimbursement county board, committee members and employees must submit the original receipts.

Committee reviewed previous month's recommendation on the following section:

The underlined, italic, bold language was inserted.

SECTION 2 - DISCIPLINE AND DISCHARGE

2.02 Disciplinary Procedure. Discipline shall be applied to all County employees for violation of the Personnel and General Administrative Policies, or other reasonable work standards not specifically defined herein, but only after **department head** consultations with the **Personnel Director and** Administrative Coordinator/Director of Finance. As part of the disciplinary process, the County shall conduct an adequate investigation, prepare a list of potential violations, provide a copy to the employee for comment, and meet with the employee, and his union representative if applicable, to discuss the allegations and the response. While the following sequence of discipline is normally administered, the **Personnel Director and** Administrative Coordinator/Director of Finance and ~~Personnel Director~~ **reserves the right to determine will exercise** the appropriate measure of discipline. All discipline shall be discussed with the Personnel Director.

The committee made the following recommendation.

~~21.04 Under no circumstances shall the County cell phone be used for personal telephone calls. If an employee violates this Policy or if there is excessive unnecessary usage of the cell phone, disciplinary action, up to and including discharge may be taken.~~

Section 2 Discipline and Discharge

2.06 Enhancements/Alternatives to Formal Disciplinary Action. Depending upon the facts of an investigation and analysis of an employee's inadequate performance or behavior, alternative corrective action might be taken with the agreement of the Department Head, Personnel Director, and Administrative Coordinator/Director of Finance exercising the appropriate enhancement alternatives to formal disciplinary action. This could include:

- ~~A. **Support.** For short term problems of a situational nature, like serious family illness, support from a supervisor and/or referral to the Employee Assistance Program may be appropriate.~~
- ~~B. **Training.** Additional training may be appropriate where employees demonstrate an inability to perform the required duties, as opposed to a demonstrated unwillingness to perform up to the established performance standards. Once the specific learning need is identified, it can be addressed through various training methods such as additional on-the-job training with the supervisor or fellow employee, formal classroom training, reading manuals or procedures, viewing films or videotapes, etc.~~
- ~~A. **Coaching/Counseling.** An informal discussion or counseling/coaching session is held with the employee to identify the problems causing or contributing to inadequate performance or improper conduct on the job and assist the employee to search for potential solution for the identified problems.~~
- ~~B. **Performance Improvement Plan.** A performance improvement plan is developed, preferably in coordination with the employee, to determine specific working expectations and standards in order to improve job performance or behavior. If a personal problem is identified or suspected, this plan might include referral to the Employee Assistance Program. All performance improvement plans shall be in writing and approved by the Administrative Coordinator/Director of Finance.~~
- ~~C. **Reassignment.** Reassignment of employees with performance or behavior problems is discouraged, but may be appropriate in limited circumstances if approved by the Administrative Coordinator/Director of Finance.~~
- ~~D. **Performance Improvement Plan.** A performance improvement plan is developed, preferably in coordination with the employee, to determine specific working expectations and standards in order to improve job performance or behavior. If a personal problem is identified or suspected, this plan might include referral to the Employee Assistance Program. All performance improvement plans shall be in writing and approved by the Administrative Coordinator/Director of Finance.~~
- ~~E. **Reassignment.** Reassignment of employees with performance or behavior problems is discouraged, but may be appropriate in limited circumstances if approved by the Administrative Coordinator/Director of Finance.~~

2.07 Department Head Discipline. Unless Wisconsin Statutes direct otherwise, in situations involving Department Heads, in conjunction with the Personnel Director, the Administrative Coordinator/Director of Finance shall administer the disciplinary procedures as outlined in this Section, or §59.26, Wisconsin Statutes. The Administrative Coordinator/Director of Finance shall notify the Home Committee Chair, the Executive Committee Chair, and County Board Chair of any disciplinary

action taken in regard to a Department Head.

SECTION 3 - DISPUTE PROCEDURES

3.01 Should a question or dispute arise in reference to the application of the current Personnel and General Administrative Policies with an ~~non-represented~~ employee, the affected employee shall process the complaint in the manner described below.

Motioned by Sumpter/James to recess at 4:35 for 5 minutes. Motion carried by unanimous voice vote. Reconvened at 4:40 p.m. all present.

Throughout the entire policy place the Personnel Director first and the Administrative Coordinator second in all language.

In Chapter 8

This section needed to be reviewed from last meeting. Barb informed the committee all items are appropriate, but section should be reviewed annually.

3.06 Capital Costs. Capital costs are expenses for fixed assets such as land, land improvements, buildings and equipment. The County capitalization thresholds, to comply with GASB Statement #34, are as follows:

| | Tracking and Inventory | Capitalize and Depreciate |
|--------------------------|------------------------|---------------------------|
| Land | \$1 | Capitalize only |
| Land Improvements | \$1 | \$5000 |
| Building | \$1 | \$5000 |
| Building Improvements | \$1 | \$5000 |
| Construction in Progress | \$1 | Capitalize only |
| Machinery and Equipment | \$1000 | \$5000 |
| Vehicle | \$1000 | \$5000 |
| Infrastructure | \$5000 | \$5000 |

SECTION 15 - PETTY CASH REIMBURSEMENT

15.02 The petty cash fund will be operated as an ~~imprest fund~~ (looking for a new word will insert at next meeting) under the control of the responsible department.

Remove imprest fund and insert petty cash.

22.03 Purchasing Rules & Regulations.

- A. Competitive bidding is not required for contracts unless there exists a specific legal requirement that bidding proposals be advertised. Except where required by statute, the County is free to negotiate contracts, as it deems ~~provident~~ necessary.
- B. Adams County follows §59.52(29) and §66.0901, Wisconsin Stats., for public works contracting and bidding and shall comply with all prevailing wage requirements.
 1. ~~All public works contracts for construction, repair, remodeling or improvement of any public work, building or furnishing supplies or materials of any kind where the estimated cost will exceed \$25,000, the amount stated in §59.52(29), Wisconsin Stats. as may be amended from time to time, shall be by contract to the lowest responsible bidder.~~

2. ~~If the estimate is between \$5,000 and \$25,000, pursuant §59.52(29), Wisconsin Stats., applies and a contract may be given directly after the giving of a Class I notice or by a Request for Proposal (RFP). A Proof of Responsibility, pursuant §66.0901, Wisconsin Stats. as may be amended, supplied not less than five (5) days prior to the opening of any RFP must accompany a RFP from any contractor.~~ P 25
3. ~~The previous provisions of county policy, B1 and B2, are not mandatory for the repair or reconstruction of public facilities when damage or threatened damage creates an emergency, as determined by resolution of the County Board or the welfare of the County is threatened.~~
4. ~~Nothing herein applies to public construction if the materials or labor are donated or provided by volunteers or by county personnel on county time.~~
5. ~~Nothing herein applies to highway contracts which the County Public Works Committee or the County Highway Commissioner is authorized by law to let or make.~~
- C. Professional services are not subject to the bidding statutes on the theory that public bodies should be free to judge the qualifications of those who are to perform such services.
- D. Purchases defined as "equipment" are not a supply or material, and are therefore not subject to the bidding statutes.
- E. ~~Bidding and contract procedures pertaining to bids will be determined by the County Board unless delegated to a governing committee by State Statute, County Board Ordinance or County Board Resolution. These procedures include the following:~~
1. ~~**Eligibility to Bid.** Including but not limited to:~~
- ~~County residency~~
 - ~~Sufficient insurance~~
 - ~~Bid Bond~~
 - ~~Licensed or certified~~
 - ~~Performance bond~~
2. ~~**Solicitation of Bids.** Including but not limited to:~~
- ~~County paper~~
 - ~~Other periodicals~~
 - ~~Direct Letter of Invitation~~
3. ~~**Submission of Bids.** Including but not limited to:~~
- ~~Sealed and labeled as a bid~~
 - ~~Delivered to named official's office by set time and date~~
 - ~~On prescribed form~~
 - ~~Including bid bond~~
4. ~~**Handling of Bids and Quotations.** Including but not limited to:~~
- ~~Not opened until due date and time passes~~
 - ~~Opened in public at open meeting~~
 - ~~Copies of bids available to public after opening~~
5. ~~**Awarding of Invitations to Bid.** Including but not limited to:~~
- ~~To lowest eligible bidder~~
 - ~~Award in writing~~
 - ~~Subject to receipt and approval of performance bond by~~
 - ~~Corporation Counsel, if required~~
6. ~~**Performance by Successful Bidder.** Including but not limited to:~~
- ~~As per contract~~
 - ~~Performance monitored and determined by Committee delegated~~
 - ~~Responsibility for bid and contract~~

- P26. All bids are final as opened. Any re-negotiation is authorized to the Department Head.
- G. ~~RFPs may be negotiated or reviewed in appropriate circumstances if all other relevant factors are met. The County is authorized to use state contract in lieu of issuing bids to vendors when it is to the economic advantage of the County.~~
- H. ~~All purchases shall be made in accordance with the County Board adopted budget. It is the responsibility of each department to insure purchases do not exceed the approved budget.~~
- I. ~~No County employee or elected official shall solicit or accept for himself or another person any gift, campaign contribution, gratuity, favor, services, promise of future employment, entertainment, loan or any other business activities from or which are regulated by the County. See the Code of Ethics policy, Chapter 1, Section 4. This does not include acceptance of unsolicited advertising or promotional matter, such as pens and calendar, and acceptance of any award for meritorious or personal contributions or achievement unless otherwise prohibited by law.~~
- J. ~~The Administrative Coordinator/Director of Finance may solicit bids for discounted office supplies with an office supply vendor. All County office supply purchases shall be made from the approved vendor using the discounted price listing. The Executive Committee shall review the office supply vendor annually upon bid by the Administrative Coordinator/Director of Finance or approving use of the State of Wisconsin bid.~~
- K. ~~Departments that purchase parts, building materials, janitorial supplies, and equipment which are outside of regular supplies in this Policy will obtain, through price quotes, the best price for the purchase of these items, to ensure the largest savings for the County.~~
- L. ~~All office equipment and furniture purchases in the annual budget will be coordinated through the Administrative Coordinator/ Director of Finance, or the assigned designee, in an attempt to gain savings and consistency through quantity purchasing.~~
- M. ~~At times it may become necessary to make an emergency purchase. An emergency purchase shall be deemed to exist when an essential product or service is required or when unforeseen circumstances arise, including delay by contractor, delays in transportation, unanticipated volume of work and disaster. If an emergency purchase is required, the department head shall notify the Oversight Committee Chairperson. A written explanation of the circumstances will then be given to the Oversight Committee within five (5) business days.~~
- N. ~~It is the responsibility of department heads to:~~
- ~~1. Ensure that there are funds budgeted to pay for purchases.~~
 - ~~2. To report to the oversight committee any purchasing deviations from line items budgeted.~~
 - ~~3. To document the receipt of all merchandise or services purchased, with such documentation evidenced by the Department Head or the assigned designee's signature on the invoice submitted for payment~~
 - ~~4. To properly record purchases made under the proper line item account code.~~
- O. ~~It is the responsibility of the Administrative & Finance Committee to:~~
- ~~1. Advise and consult on all matters relating to purchases.~~
 - ~~2. Enforce compliance with the purchasing policies and procedures.~~
 - ~~3. To promote standardization of items or equipment and supplies within departments where practical.~~
 - ~~4. Decide all policy questions arising under these policies and procedures for purchasing.~~
 - ~~5. To audit all matters relating to purchasing methods used by Departments, to recommend to departments improvements or changes in purchasing methods, and in case of noncompliance, to refer the matter to the County Administrative Coordinator/Director of Finance for decision and action.~~

- P. ~~Properly signed vouchers, with invoices attached, shall be submitted to the Administrative Coordinator/Director of Finance Office for payment.~~ 27
- Q. ~~Disposal of unsuitable or unusable property, within the Courthouse, will be coordinated by the Maintenance Supervisor.~~
- R. ~~The proceeds from the sale of any equipment or supplies shall be paid to the County Treasurer and shall be credited to the appropriate fund.~~

Insert raffle section 25 to follow section 24 contract, titles, & leases.

This section to be submitted by Barb.

SECTION 7.02 on page 27 dress code policy

Dress code for Adams County employees is as follows:

All clothing must be respectable, clean, neat and not in need of repair. There are three two dress code categories.

Field Wear - Specific to a department and approved by the Department Head. Clothing is chosen as it relates to job assignment/activity. When not on field duty employees will be expected to wear business casual.

Office Wear - General dress code used in all County Offices at all times unless field wear. Appropriate attire will be considered as "**business casual**" including dress jeans.

The following are **never appropriate** for **Office Wear**:

- Shorts of any kind (walking, bermuda, cut-offs)
- Tank tops
- Halter tops
- Midriff tops
- Strapless tops
- Flip flops (beachwear type)
- Rubber garden shoes (Croc type)
- Skirts/dresses that are considered micro or mini (nothing more than 3 inches above the knee)
- Athletic wear
- Hats – caps/hats may not be worn inside of buildings
- Clothing exhibiting any type of promotional depictions and/or potentially offensive words, terms, logos, pictures, cartoons or slogans

Modesty Clause – Clothing that reveals too much cleavage, your back, your chest, your stomach or your undergarments is not appropriate for a place of business.

No dress code can cover all contingencies so employees must exert a certain amount of judgment in their choices of clothing to wear to work. If you experience uncertainty about acceptable business casual attire for work please ask your Department Head/Supervisor.

The enforcement of this guideline is the responsibility of management and supervisory personnel.

The key point to sustaining an appropriate "business casual" attire program is the use of common sense and good judgment and applying a dress code that is conducive to our business environment.

[Remember if you question the appropriateness of the attire, it probably isn't appropriate.]

Department heads and supervisors are responsible for monitoring and enforcing this policy. The policy will be administered according to the following action steps.

1. If questionable attire is worn the Department Head/Supervisor will hold a personal, private discussion with the employee to advise and counsel the employee regarding the inappropriateness of the attire.
2. If an obvious policy violation occurs the Department Head/Supervisor will hold a private discussion with the employee and ask the employee to go home and change his/her attire immediately.
3. Repeated policy violations will result in disciplinary action.

Need a no soliciting policy; will work on it at next meeting.

SECTION 1 - PARKING POLICY

1.01 Parking.

- A. **Supervision.** The municipal parking lots acquired or established by the County shall be under the supervision of the Sheriff's Department.
- B. **Use.** It shall be unlawful to park any vehicle in any County parking lot in violation of any Ordinance or rule established by the County Board. No commercial or freight-carrying vehicle or trailer shall be parked in a County parking lot.
- C. ~~**Hours.** It shall be unlawful to park any vehicle in County parking lots for a period longer than posted.~~
- D. **Space for Handicapped People.** Handicap spaces shall be created pursuant to §346.503, Wisconsin Statutes.
- E. **Employee Parking.** Disabled employees, or employees with special parking needs must request accommodations from the Administrative Coordinator/Director of Finance. County Policy will abide by State and Federal law, including the Americans with Disabilities Act. ~~The parking lot to the South of the Courthouse shall only be for visitors of the County. All employees shall use the parking lot to the East of the Courthouse.~~
- F. **Loading Zone.** It shall be unlawful for the driver of a vehicle to park a passenger vehicle for a period of time longer than is necessary for the loading or unloading of passengers, not to exceed ten (10) minutes, and for the driver to park any freight carrying vehicles for a period of time longer than is necessary to load, unload and deliver materials, not to exceed thirty (30) minutes, in any place designated as a loading zone and marked as such.
- G. ~~**Signs.** The Maintenance Department shall post signs in all areas where parking is limited or prohibited.~~
- H. **Towing Away Illegally Parked Vehicles.** The Sheriff's Department is authorized to remove and tow away by commercial towing service, any car or other vehicle illegally parked in any place where such parked vehicle creates or constitutes a traffic hazard, blocks the use of a fire hydrant, obstructs or may obstruct the movement of any emergency vehicle, or violates this Policy. Vehicles towed away for illegal parking shall be stored in a safe place and shall be restored to the owner or operator upon payment of a fee as set by the Sheriff's Department, and the towing and storage service.

SECTION 3 - TELEPHONE USE

~~**3.01 County Telephone Use.** The telephone shall be used by County employees for County business. The policy is as follows:~~

- ~~A. Employees shall avoid making or receiving numerous personal telephone calls during working hours. In the event a personal call is required, the conversation should be limited. Under no circumstances should personal long distance calls be placed on the County's telephone system. If an employee must make a long distance call, the call shall be made collect, using a personal credit card or charged to the employee's home number.~~
- ~~B. No County employee shall accept any collect telephone calls.~~
- ~~C. Abusing the use of the telephone with personal phone calls shall be cause for discipline.~~

~~**3.02 Personal Cell Phone Use.** An employee may use their personal cell phone to conduct their personal business only while on break, lunch, before work hours, or after work hours. Cell phones should be turned off, or the ring tone turned off, as not to disrupt work during business hours. Due to potential liability risks, employees who are driving County vehicles and conducting County business shall not use their personal cell phone while driving.~~

The following section will be submitted by Jack at the next meeting:

SECTION 4 - SMOKING AND BURNING

4.01 Smoking. There shall be no smoking allowed in any enclosed County buildings or County owned vehicles.

4.02 Burning. No burning of any material in County buildings is allowed, unless required in performance of job duties.

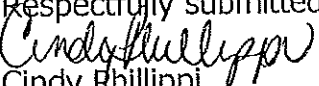
SECTION 5 - CLAIMS AGAINST THE COUNTY

5.01 Claims filed against the County or a Department shall be filed with the County Clerk, who shall provide copies **to the insurance carrier**, to the Administrative Coordinator/Director of Finance, Corporation Counsel, and Administrative & Finance Committee. All claims shall be processed in accordance with §59.07(1) and (2). The Corporation Counsel shall review every claim(s) against the County. The Corporation Counsel may in accordance with §59.52(12)(b), Wisconsin Statutes, take appropriate legal action, or after review shall advise the appropriate Committee(s) and/or County Board of the appropriate legal action to be taken.

The committee ended today's review on page 88.

Set next meeting date for August 11, 2009 at 3:00 p.m. Committee will start on page 42.

Motioned by James/Ward to adjourn at 6:09 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi,
Recording Secretary

ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING MINUTES
ADAMS COUNTY BOARD ROOM, August 18th 2009, 6:00 p.m.

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:00 p.m.

Roll Call of Supervisors: Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joe Stuchlak; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Joanne Sumpter; Dist. #11-Gary Hartley; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Joyce Kirslenohr; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Cynthia Loken.

Chairman Sebastiani requests the board deviate from the agenda and take item #13 Reports and Presentations (b) the 2008 audit presentation before (a) and then under item #15 Resolutions to take Res. #54 prior to Res. #48.

Motioned by Ward/Townsend to approve the agenda as amended. Motion carried by roll call vote, 20 yes.

Motioned by Babcock/Licitar to approve the July 21st, and July 30th, 2009 County Board Minutes. Motion carried by unanimous voice vote.

Claims were read. There was no Public Participation. There was no Correspondence.

Appointments: Motioned by Ward/Sumpter to appoint the Planning and Development Committee to conduct a public hearing on the possible formation of a proposed lake district. Motion carried by roll call vote, 20 yes.

There was no Unfinished Business.

Reports and Presentations:

b. A presentation of the 2008 audit was provided to the board along with the management letter.

a. Administrative Coordinator/Director of Finance gave the following report:

- July 30 County Board Tour survey has been handed out for future planning
- Sound system in the small courtroom is expected to be completed at the end of the week, digital audio recorder installed to work with sound system – Court commissioner hearings recorded. VC equipment being installed this week.
- 2008 Audit complete
- 2009 YTD Report – Interest income in the Treasurer's budget, anticipated revenue in the Reg of Deeds and in the Planning & Zoning department budget may not be met.
- Expenses in Veteran Service Office and Health & Human Services Department may be over in 2009
- Delinquent taxes for the current year are \$2.36 million for a total of \$3.49 million
- Sales Tax as of 7/31/09 is at \$628,091 up \$28,394 from last year
- 2010 Budget new growth is 1.108 %, we are limited to 3% increase, wages have been placed in the 2010 budget per union contract and non-rep health insurance at a 15% increase.

- DNR has released \$750,000 from the long term care account. A resolution will be coming from Administrative and Finance Committee in Sept. to cover existing deficit in the Solid Waste Department with a recommendation that excess dollars be returned to general fund.
- COPS grant applied for but we were unsuccessful in obtaining
- Grant for airport is applied for
- Unit Clarifications are still being negotiated
- Health Risk Assessments took place this week, with a make up day next week
- Health Insurance Committee discussed renewal with Unity and state budget impacts
- Veterans Day In-Service is being worked on
- AD HOC Committee on rules is meeting again next week
- Bids solicited and received being reviewed by Ayres and WDNR. Ayres will be recommending to Planning and Development Committee to award the project. Easements/permits are in process. Earmark requirements received.
- 2009 CTH J project complete, Merrill Sand and Gravel will be contractor (preconstruction meeting to be held), TIGER grant submittal on Sept. 7, 2009
- Property Committee is in process of prioritizing projects as presented by Ayres, process of applying for a variance on Lots 5 & 6 Block C Oaklawn Addition – parking lot at old highway department for possible site for Emergency Management storage of trailers
- An offer has been made for the County Veteran Service Officer and we are waiting for acceptance
- GIS technician started last week

c. Carol Johnson provided an update on central kitchen indicating things are going well; she also provided the board with a handout.

Resolutions:

Res. #54: Motioned by Loken/West to adopt Res. #54 to approve submission of a grant renewal application to fund a public transportation system and to allocate matching funds for the grant. Motion to adopt Res. #54 carried by roll call vote, 18 yes, 2 no. Voting no, Keckeisen and Stuchlak.

Res. #48: Motioned by Stuchlak/Johnson to adopt Res. #48, the Adams County All Hazards Mitigation Plan Update, as an official plan and forward to Wisconsin Emergency Management and Federal Emergency Management officials for final review and approval. Motion to adopt Res. #48 carried by roll call vote, 20 yes.

Res. #49: Motioned by Sumpter/Kirsenlohr to adopt Res. #49 to establish the Domestic Partnership License Fee as permitted by State Act No. 28 (2009 Budget Bill). Motion to adopt Res. #49 carried by roll call vote, 17 yes, 3 no. Voting no, Dehmlow, James and Stuchlak.

Res. #50: Motioned by Ward/Sumpter to adopt Res. #50 to increase the County Marriage Waiver Fee to \$25.00 as permitted by State Act No. 28 (2009 Budget Bill). Motion to adopt Res. #50 carried by roll call vote, 20 yes.

Res. #51: Motioned by Ward/Kirsenlohr to adopt Res. #51 a resolution relating to CDBG rehabilitation project enforcing applicable non-violent and civil rights demonstration laws. Motion to adopt Res. #51 carried by roll call vote, 20 yes.

Res. #52: Motioned by Ward/Licitar to adopt Res. #52 a resolution relating to CDBG rehabilitation project prohibiting use of excessive force. Motion to adopt Res. #52 carried by roll call vote, 20 yes.

Res. #53: Motioned by Ward/Keckeisen to adopt Res. #53 a resolution authorizing the County Board Chair's authority to sign CDBG documentation and meet necessary requirements. Motion to adopt Res. #53 carried by roll call vote, 20 yes.

Res. #55: Motioned by Klingforth/Renner to adopt Res. #55 to create a Personnel (Human Resource) Director Position and re-organize the Corporation Counsel Office. Motioned by Keckeisen/Stuchlak to call the question. Motion to call the question carried by roll call vote, 20 yes. Motion to adopt Res. #55 carried by roll call vote, 13 yes, 7 no. Voting no, Keckeisen, Kirslenlohr, Kotlowski, Licitar, Morgan, Stuchlak and Sumpter.

Res. #56: Motioned by Townsend/Klingforth to adopt Res. #56 to offer an early retirement incentive consisting of extended health insurance coverage to eligible employees as a means of reducing overall staff in Adams County to assist in closing the 2010 budget gap. Motioned by Ward/Renner to strike paragraph 5 on page 3 "~~(Employees may choose a lump sum individual payment for 100% of accrued sick leave and accrued vacation as an alternative payment. If such an election is made, the employee shall not be eligible for the health insurance continuation payments described in paragraph 2 above, but shall be allowed to remain on the County group health insurance plan, to the degree acceptable to the health insurance carrier rules, until eligible for Medicare, by paying the full cost of the health insurance premium. Coverage for retirees or retirees' spouses who are over sixty-five (65) years of age will be offered supplemental coverage designed to supplement federal Medicare benefits.)~~" and (less applicable taxes) on page 2, paragraph 1 "(The County will pay into a health insurance fund in your name 100% of the cash equivalent of your accrued sick leave and accrued vacation ~~(less applicable taxes)~~, with such fund to pay toward the cost of health insurance during the period of retirement. Upon your notice to participate in this program, the employee will receive an accounting of the amount of such sick leave and vacation.)" of attachments to Res. #56. Motion to strike attachments as indicated above carried by roll call vote, 19 yes, 1 no. Voting no, Keckeisen. Motion to adopt Res. #56 with amended attachments carried by roll call vote, 18 yes, 2 no. Voting no, Keckeisen and Morgan.

Motioned by Keckeisen/Stuchlak to take Res. #58 before Res. #57. Motion carried by voice vote, 19 yes, 1 no. Voting no, Ward.

Res. #58: Motioned by Loken/Renner to adopt Res. #58 to reduce county payroll and operating expenses by furlough or layoff of County employees. Motion to adopt Res. #58 carried by roll call vote, 11 yes, 9 no. Voting no, Babcock, Dehmlow, Keckeisen, Kirslenlohr, Kotlowski, Licitar, Stuchlak, Sumpter and Ward.

Res. #57: Motioned by Ward/Sumpter to adopt Res. #57 to reduce County expenses for Board per diem to assist in the effort to reduce County payroll during the economic downturn. Motioned by Ward/West to amend Res. #57 and add the month of October. Motion to amend carried by roll call vote, 13 yes, 7 no. Voting no, Babcock, Dehmlow, Hartley, Johnson, Kirslenlohr, Kotlowski, and Loken. Motion to adopt amended Res. #57 carried by roll call vote, 18 yes, 2 no. Voting no, Dehmlow and Keckeisen.

Res. #59: Motioned by Renner/James to adopt Res. #59 to offer a severance incentive to eligible employees as a means of reducing overall staff in Adams County to assist in closing the 2010 budget gap. Motioned by Ward/West to strike paragraph 4 on page 2, "~~(Employees may choose a lump sum~~

individual payment for 100% of accrued sick leave and accrued vacation as an alternative payment. If such an election is made, the employee shall not be eligible for the health insurance continuation payments described in paragraph 2 above, but shall be allowed to remain on the County group health insurance plan, to the degree acceptable to the health insurance carrier rules, until eligible for Medicare, by paying the full cost of the health insurance premium. Coverage for retirees or retirees' spouses who are over sixty five (65) years of age will be offered supplemental coverage designed to supplement federal Medicare benefits.)-- and (less applicable taxes) on page 2 paragraph 1, "(The County will pay into a health insurance fund in your name 100% of the cash equivalent of your accrued sick leave and accrued vacation (less applicable taxes), with such fund to pay toward the cost of health insurance after termination. Upon your notice to participate in this program, the employee will receive an accounting of the amount of such sick leave and vacation.)" of attachments to Res. #59. Motion to strike attachments as indicated above carried by roll call vote, 19 yes, 1 no. Voting no, Keckeisen. Motion to adopt Res. #59 with amended attachments carried by roll call vote, 19 yes, 1 no. Voting no, Keckeisen.

Recess: Motioned by West/Stuchlak to recess at 8:10 p.m. Motion carried by voice vote.

Reconvene: Reconvened at 8:25 p.m., 20 present.

Sebastiani will forgive an additional \$100.00 related to Res. #57 for the 3 months of October, November and December of 2009.

Ordinances:

Ord. #23: Motioned by Keckeisen/Stuchlak to enact Ord. #23 to rezone a portion of a parcel (5 acres) in the Town of Easton, petitioner Ronald Johnson, property located in the E ½, E ½, Section 5, Township 16 North, Range 6 East, Lot 1 of CSM 2448 at N2501 11th Avenue, changed from an R2 Rural Residential District to an A-3 Secondary Agriculture District. Motion to enact Ord. #23 carried by roll call vote, 20 yes.

Ord. #24: Motioned by Johnson/Hartley to enact Ord. #24 to rezone a parcel of land in the Town of Richfield, owners John & Carolyn Olson, property (40 acres) located in the NW ¼, NE ¼, Section 26, Township 18 North, Range 7 East, on Cypress Avenue, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #24 carried by roll call vote, 20 yes.

Ord. #25: Motioned by Sumpter/Hartley to enact Ord. #25 an ordinance relating to the Equal Rights of all persons to Fair Housing, and providing means for the implementation and enforcement thereof. Motion to enact Ord. #25 carried by roll call vote, 20 yes.

There were no Denials or Petitions.

Motioned by Kotlowski/Townsend to approve claims. Motion carried by unanimous voice vote, 19 yes, 1 no. Voting no, Keckeisen.

Motioned by Sumpter/Townsend to approve per diem and mileage. Motion carried by unanimous voice vote, 19 yes, 1 no. Voting no, Keckeisen.

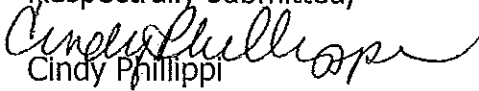
Motioned by Johnson/Sumpter to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

P34
Set next meeting date for September 22, 2009 at 6 p.m.

Closed Session: Motioned by Ward/Sumpter to convene in closed session at 8:32 p.m. per §19.85 (1) (c), Wis. Stat. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Consider performance evaluation data for Corporation Counsel/Personnel Director and Administrative Coordinator/Director of Finance. Motion carried by roll call vote, 18 yes, 2 no. Voting no, Klingforth and Renner.

Reconvene Open Session: Motioned by West/Ward to reconvene in open session per §19.85 (2), Wis. Stat. and to adjourn at 9:10 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Phillippi

These minutes have not been approved.

Administrative and Finance Committee Meeting Minutes
August 13, 2009
9:00 a.m.

P35

Meeting called order by Vice Chair Sebastiani at 9:05 a.m. Present Klingforth, Kirslenlohr, Ward, and Sebastiani. Also present Petkovsek, Bays.

West present at 9:07 a.m.

Meeting was properly noticed.

Motioned by Ward/Klingforth to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Kirslenlohr to approve the minutes as printed and presented. Motion carried by unanimous voice vote.

No public participation.

No correspondence.

Motioned by Klingforth/Ward to deviate to item #12. Motion carried by unanimous voice vote.

Mike Konecney presented the 2008 audit report.

Next meeting agenda items: Discuss changing Highway to an Enterprise fund. Discuss adding delinquent garbage billing on tax bill.

Discuss contract #13.

Motioned by Sebastiani/Klingforth to accept extension on Schenck contract for one year. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to deviate to item #15. Motion carried by unanimous voice vote.

Discussion took place on the Transportation Program. Craig informed the committee of a grant that is available for the purchase of another vehicle. He will pursue if there is mutual consent by the board.

Motioned by Klingforth/Kirslenlohr to approve forwarding a resolution to county board for the transportation program.

Motioned by Sebastiani/Klingforth to recess for 2 minutes at 11:43 a.m. Motion carried by unanimous voice vote.

Reconvened at 11:50 a.m. All present.

No reconciliation; this will be put in committee members' mailboxes.

There are concerns regarding interest income, permitting in P & Z, and ROD's revenues. The state will be taking over the Transportation Program. This will have an impact on the Health and Human Services budget. Adult family homes will eventually be doing all

their own billing rather than them running through the Health and Human Services Department. They are cutting out the middle man. This will cause a reduction in personal care revenues.

Let the record reflect that the resolution adopted at county board was to transfer \$500,000 for the Easton Dam project; however, since receiving \$150,000 only \$350,000 will be transferred. The maximum amount to be taken from the sales tax fund was \$500,000.

Much discussion took place on the voucher process and what the committee would like to see in the future. The Ad Hoc Rules committee asked for input from the Administrative and Finance committee regarding financials.

Motioned by Ward/West that the policy and procedure will reflect that the Administrative and Finance committee will review the prior month's vouchers on a monthly basis. Motion carried by unanimous voice vote.

The committee discussed the financial section of the Policy and Procedures manual. Section 19 of the Policy and Procedures manual should include the following language regarding reimbursement of expenses: Original receipts and appropriate forms.

The committee mutually agreed to move to item #16 on the agenda.

MIS: Dawn presented the 2010 department budget. Motioned by Klingforth/Ward to approve and move forward. Motion carried by unanimous voice vote.

\$272,008 fund balance will be looked at by the committee at a later date.

Motioned by Sebastiani/Kirslenlohr to create a resolution to cover the deficit with excess to go to the general fund from the Solid Waste long term care account. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to take item #14 next. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to accept the indirect cost plan submitted by Cohen. Motion carried by unanimous voice vote.

Motioned by Klingforth/Ward to forward the furlough resolution to board. Motion carried by unanimous voice vote.

Set next meeting date for September 10, 2009 at 9:00 a.m.

West excused at 2:10 p.m.

Motioned by Ward/Kirslenlohr to recess at 2:10 p.m. Motion carried by unanimous voice vote.

Called to order at 3:20 p.m. West excused.

Res. #56 on early retirement was discussed next. Motioned by Klingforth to forward to^{P37}
County Board. Motion carried by unanimous voice vote.
Motioned by Klingforth/Ward to forward Res. #59 to County Board. Motion carried by
unanimous voice vote.
Barb reported the sales tax report is confidential and would like it to remain that way.
The committee concurred.

Bays will be gone the first week of September.
Petkovsek excused at 3:20 p.m.

Motioned by Ward/Kirsenlohr to move Treasurer's budget forward. Motion carried by
unanimous voice vote.
Motioned by Ward/Klingforth to increase waiver on marriage and move resolution to
County Board. Motion carried by unanimous voice vote.
Motioned by Ward/Kirsenlohr to move the domestic partnership resolution to County
Board. Motion carried by unanimous voice vote.

Motioned by Ward/Kirsenlohr to move the resolutions and ordinance related to CDBG to
County Board. Motion carried by unanimous voice vote.

Motioned by Ward/Klingforth to approve County Clerk's budget. Motion carried by
unanimous voice vote.

Motioned by Ward/Klingforth to adjourn at 5:05 p.m. Motion carried by unanimous
voice vote.

Respectfully submitted,


Cindy Phillippi,
Recording Secretary

These minutes have not been approved.

Adams County Airport Commission

Airport Commission Meeting Fill-In Notes for Minutes.

Airport Commission Minutes: July 21, 2008

Call to Order by Chm. Hartley at 7:02pm

Roll Call: Hartley, Dehmlow, Johnston, Reuterskiold, Pollina. Also present: M. Scott and S. Sundsmo.

Audience: none

Approve Agenda: motion by Dehmlow, second by Pollina. M/C by voice vote.

Approve Minutes of June 16, 2008 meeting: M by Johnston, second by Reuterskiold. m/c by voice vote

Airport Managers Report:

Financial review monthly check summary: - - - Scott files

Correspondence: Scott files

Fuel Report: Scott files

6-Year plan: Scott files

Approve Managers Report: M by Reuterskiold, S by Johnston. M/C by voice vote

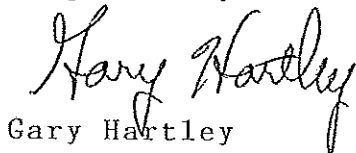
Grounds Keeper Report: A-OK

Audience comments: none present

Next meeting date: Aug. 18, 2008

Motion to adjourn by Dehmlow, S by Pollina. Motion carried by voice vote and adjourned at approx. 8:15pm.

Respectfully Submitted,



Gary Hartley

Committee Chairman

Minutes of Meeting of Sept. 8, 2008

Call to order by Chm. Hartley at 7:00pm

All board members present. Also Scott and Sundsmo

Audience: none

Properly announced: yes

Approve agenda: M by Pollina. S by Dehmlow M/C voice vote

Approve minutes of August 18, 2008. M by Johnston, S by Reuterskiold. M/C by voice vote.

Airport Managers Report:

Review correspondence: Scott files

Financial/ Review monthly check summary - Scott files

Fuel report: Scott files

6-Year Plan update: Scott files

Approve Mgrs. Report: M by Johnston, S by Pollina. M/C by voice vote.

Grounds Keeper Report:

Maintenance and grounds: Mowing and Inspect runway and facility lighting. A-OK

Approve G/K report: M by Reuterskiold, S by Johnston. M/C by voice vote.

Audience comments: none present

Next meeting date: Oct. 20, 2008 at 7pm.

Motion to adjourn by Pollina, S by Dehmlow. M/C by voice vote to adjourn at approx. 8pm.

Respectfully Submitted,



Gary Hartley
Committee Chairman

Adams County Airport Commission

Minutes of January 15, 2009.

Meeting called to order by Chm. At 7pm.

Roll call: All present. Mgr. Scott and G/K Sundsmo present.

Audience: none

Properly announced: Yes.

Approve Agenda: M by Johnston, S by Dehmlow. M/C by voice vote.

Approve Minutes of Meeting of Dec. 15, 2008. M by Pollina, S by Reuterskiold. M/C by voice vote.

Airport Managers Report:

Review Correspondence: Scott Files.

Financial/ Review monthly check summary. Scott Files.

Fuel report: Scott files.

6-Year Improvement Plan Scott Files.

Approve Managers Report: M by Dehmlow, S by Johnston. M/C by voice vote.

Grounds Keepers Report.

Mowing is proceeding as needed. Minor maintenance of facilities performed as needed.


Accept G/K report: M by Reuterskiold. S by Pollina. M/C by voice vote.

Audience comments: none

Next Meeting: February 9, 2009 at 7pm.

Motion to adjourn: M by Johnston, S by Pollina. M/C by voice vote at 8:10pm.

Respectfully Submitted,


Gary Hartley
Committee Chairman

Adams County Airport Commission
Minutes for the August 10, 2009 Meeting

Call to Order: Meeting was called to order by Chairman Hartley at 7:00PM.

Roll Call: G. Hartley, J. Johnston, S. Pollina, J. Reuterskiold, F. Dehmlow. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Tim from Agricare LLC Spraying Service.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Johnston, Second by Pollina to approve the agenda. All aye, motion carried.

Approve the minutes: Motion by Dehmlow, Second by Johnston to approve the July 21, 2008, September 8, 2008, January 15, 2009 and July 13, 2009. All aye, motion carried.

Airport Managers Report:

Scott requested permission to take agenda items out of order because Tim from Agricare LLC was present to address the commission. Motion to approve by Johnston, Second by Reuterskiold, all voted aye, motion carried.

Agricare Aerial Spraying Contract:

Scott introduced a letter written July 16, 2009 to Jim Perrin of Agricare LLC regarding strained grass and possible contamination at their leased location at the airport. Jim's partner, Tim, was introduced and he addressed and answered questions from the commission. According to Tim:

1. The farmers who provide them water delivered it in a tank that previously held fertilizer which browned a large area of grass. The farmers have promised to use clean tanks,
2. There was a fuel leak on one of the delivery vehicles that caused a fuel spill that was rinsed using the water contaminated with fertilizer increasing the problem,
3. The thrust necessary to move the loaded aircraft is sand blasting the soil behind,
4. The portable containment pad blew away so up to 4 loads were made without it.

Discussion turned to remedies and a possible longer term contract. Points covered included:

Adams County Airport Commission
Minutes for the August 10, 2009 Meeting

1. Agricare is being watched and conduct will be taken into consideration for any future contract,
2. A permanent pad (asphalt or concrete) would elevate and possibly eliminate the sandblasting of the soil when the aircraft departs,
3. The wings attachment to the pad must be used to safeguard the grass to either side,
4. Water is needed at the site eliminating the need to rely on others to bring it,
5. Agricare will pay cost of permanent pad and a well with a longer term contract, say 5 years,
6. Agricare will reseed or sod those areas affected by their operation at the end of the season.

The commission and Agricare agreed to discuss the possibility of a future and possibly longer contract this fall and early winter and Agricare agreed to mitigate their impact on the airport.

Review Correspondence:

There will be an airport operations and land use seminar in Stevens Point on September 30-October 1, 2009 and Scott may attend. He asked anyone else interested to let him know.

Financial Review Monthly Check Summary:

Current financial statements were not made available prior to the meeting. Scott will discuss with the Financial Coordinator's office.

Fuel Report:

Fuel sales are behind last year. From 1/1/09 through 8/10/2009 a total of 7678 gallons have been sold which compares with 12,899 during the same period last year. Scott reminded the commission that the 2008 sales were less than the previous year. Two possible explanations are no advertising was done this year for Oshkosh week which has sold more than 1,000 gallons for the week and increased competition. In fact, Scott reported, Wisconsin Rapids cut their self service price to \$3.50 per gallon and Mauston-New Lisbon is also very competitive.

6-Year Improvement Plan Update and Sponsor Invoice:

Scott introduced an invoice from the State of Wisconsin for \$3,947.31 as the last installment of the \$8,506 total for the current Airport Improvement Project. The last phase, that of design and construction for hangar area development is to take place yet this year. It is budgeting in capital improvements. Having been

Adams County Airport Commission
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previously approved Scott was directed to submit invoice for payment without motion or resolution.

Safety Inspection Initial Results:

Scott reported on his safety meeting with Bob Cook. Items to be reviewed include creating a book for material safety data for any liquid that is on the premises and possible required safety training for the grounds keeper. Scott is working with the Financial Coordinator's office and Hwy. Department.

WAAS Approach:

Scott reported that a project to complete a Wide Area Augmentation System Approach to our current GPS Runway 33 instrument landing approach has been initiated and survey crews will be working in the area during the next few weeks. The current approach only provides lateral (left & right) guidance during an instrument approach while in the clouds. The WAAS approach will provide vertical (up & down) guidance as well as the lateral and from in the cockpit acts much like the systems used by the airlines. It is expected the approach will be completed, published and usable within 18 months at no cost to Adams County.

2010 Budget:

Scott introduced his proposed 2010 budget. After reviewing the goals for 2010 a recommendation was made to replace the old wood frame structure housing the airports electrical panel and the underground storage tank fuel monitor. A cost of \$4,000 was added to capital improvements to allow for the upgrades. Motion by Johnston, Second by Pollina to approve the revised 2010 budget. All voted aye, motion carried.

Courtesy Car -- No action.

Motion by Johnston, second by Reuterskiold to approve the airport manager's report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported everything is in working order and has is back to grass cutting after the lull created by the dry month of July.

Motion by Johnston, second by Reuterskiold to approve the grounds keepers report. All aye, motion carried.

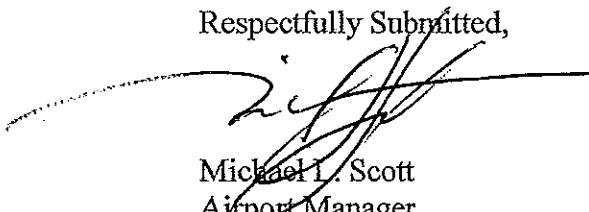
Audience Comments: None

Next meeting set for September 14, 2009 at 7PM.

Adams County Airport Commission
Minutes for the August 10, 2009 Meeting

There being no further business a motion was made by Johnston, second by Pollina to adjourn. All aye, motion carried. Meeting was adjourned at 8:42PM.

Respectfully Submitted,



Michael L. Scott
Airport Manager

ADAMS COUNTY BOARD OF ADJUSTMENT
MONTHLY MINUTES:
JUNE 17, 2009

On Wednesday June 17, 2009 at 9:30 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present: Catherine Croke, Secretary; Dale Helm, Ron Jacobson and Dave Grabarski. Robert Donner was absent. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings were conducted for the following: Grand Marsh Pathfinders – Variance request under Section 5-12.04 (C) of the Adams County Comprehensive Zoning Ordinance to allow a building to be constructed in a B1 Rural Business District with a foundation setback of 15' to the rear property line instead of the required 30' and 33' to the road instead of the required 50' on property located in the SE ¼, NE ¼, Section 7, Township 16 North, Range 7 East, Lots 1 & 10, Block 2, McChesney's Addition to Grand Marsh, Town of New Chester, Adams County, Wisconsin. Cathy Croke made a motion to grant the Variance to the setbacks as requested on the above described property. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. Motion carried

Minutes: Phil McLaughlin presented the Board with the minutes from the November 19, 2008 meeting for their review. Dale Helm made a motion to approve the minutes as presented. Ron Jacobson seconded the motion. All in favor. Motion carried

The Board set monthly meeting dates for the Adams County Board of Adjustment as follows: Wednesday July 15, Wednesday August 19 and Wednesday September 16, 2009.

Correspondence: Discussion was held that reappointment of Cathy Croke, Dale Helm and Ivan Morrow would need to be on the July County Board agenda.

Dale Helm made a motion to adjourn until July 15, 2009. Ron Jacobson seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:20 P.M.

Ivan Morrow, Chairman

Ron Jacobson

Bob Donner

W. Dale Helm

Catherine Croke, Secretary

Dave Grabarski (Alternate)

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Cathy Allen, Recording Secretary

ADAMS COUNTY BOARD OF ADJUSTMENT
MONTHLY MINUTES:
AUGUST 19, 2009

On Wednesday August 19, 2009 at 9:43 A.M. Acting Chairman Ron Jacobson called the Adams County Board of Adjustment meeting to order after being unanimously appointed in Ivan Morrow's absence with the following members present: Catherine Croke, Secretary; Dale Helm, Ron Jacobson and Dave Grabarski. Robert Donner was excused and Ivan Morrow was absent. Others present were: Phil McLaughlin, Zoning Administrator, Jack Albert, Corporation Counsel, and Teresa Zbleski, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings were conducted for the following: Adams County Radio Transmitter Site – Variance request under Section 3-5.03 (C), Section 5-6.05 (A) and Section 5-19.05 of the Adams County Comprehensive Zoning Ordinance to allow a height increase for the communications tower on Friendship Mound with the total height not to exceed 80' on property located in the NW ¼, NW ¼, Section 5, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Cathy Croke made a motion to table the request so that it can be heard by the Airport Commission and FAA approval is obtained. Dave Grabarski seconded the motion. Roll Call Vote: 4-Yes. Motion carried. Congregational Church of Big Springs- Variance request under Section 9-2.01 and Section 3-4.02(A)2 & (C) of the Adams County Comprehensive Zoning Ordinance to change an existing church to a conforming structure and allow an addition at the same setback of 11' instead of the required 30' on property located in the NE ¼, NW ¼, Section 27, Township 14 North, Range 7 East, Lot 22 of Assessor's Plat #1 at 373 Golden Court, Town of New Haven, Adams County, Wisconsin. Dave Grabarski made a motion to deny the request. Cathy Croke seconded the motion. Roll Call Vote: 4- Yes. Motion carried. Cathy Croke made a motion to refund the \$300 fee paid by Congregational Church of Big Springs because they are a non-profit organization. Dave Grabarski seconded the motion. Roll Call Vote: 4-Yes. Motion carried.

Minutes: Phil McLaughlin presented the Board with the minutes from the June 17, 2009 meeting for their review. Dave Grabarski made a motion to approve the minutes as presented. Dale Helm seconded the motion. All in favor. Motion carried

Appointment of Officers: Cathy Croke made a motion to postpone appointing officers. Dale Helm seconded the motion. All in favor. Motion carried

Correspondence: None.

Dave Grabarski made a motion to adjourn until September 16, 2009. Dale Helm seconded the motion. All in favor. Motion carried.

Continued

Adams County Board of Adjustment
August 19, 2009
Page #2

ADJOURNED: 10:55 A.M.

Ivan Morrow, Chairman

Ron Jacobson

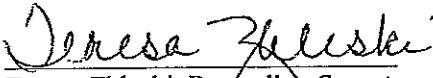
Bob Donner

W. Dale Helm

Catherine Croke, Secretary

Dave Grabarski (Alternate)

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE



Teresa Zbleski, Recording Secretary

MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: June 24, 2009

Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Bill Gomoll, Ross Swinehart, Fran Dehmlow, John Atkinson, John Stevenson, Jim Layman, Joe Garvin, Muriel Harper, Joan Koscal, Evans Littlegeorge, John Earl, Joan Fordham, and Kristine Koenecke

Absent: Scott Beard and Charlie Krupa

Unexcused Absence: None

Staff Present: Fred Hebert, Donna Lynch, Kari Labansky, Craig Gaetzke, and Susan Tucker

Guests: None

Opening

1. Motion was made by John Stevenson to adopt the agenda.
Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

Motion was made by Joan Fordham to adopt the meeting minutes of April 22, 2009. Seconded by Joan Koscal. Passed unanimously.
MOTION CARRIED.

2. President's Comments

John Earl commented on the Partners in Recovery Event held at CWCAC on June 12th. The celebration was to recognize our partnership with USDA to assist Glenville Timberwrights of Baraboo and Projects Unlimited of Beaver Dam in rebuilding their businesses after the 2008 floods. John recognized the busy schedules of all board members and thanked everyone who was able to be present at today's meeting.

3. Executive Director's Report

Fred thanked John Hay for his work with USDA in obtaining the Revolving Loan Funds used to assist Glenville Timberwrights and Projects Unlimited. The funds will come back to us and eventually be lent out again to small business startups. We have employed six full-time and four part-

time people with the American Recovery & Reinvestment Act Economic Stimulus Funding. When this funding comes to an end we are hoping for the possibility of being refunded in some of our program categories but will continue to be vigilant in looking for other sources of funding and programs. There has been a delay on the Wisconsin Dells Garage Expansion Project due to a decrease in Weatherization funding. We can request more funding if it becomes available in the fall. The City of Wisconsin Dells Planning & Zoning Commission conducted a public hearing on the issue and was not opposed to the structure.

Motion was made by Ross Swinehart to approve the Executive Directors Report of June 24, 2009. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari Labansky presented the Budget & Finance Report. The Cash Flow Statement for May 2009 reflected actual cash at end of month at \$220,027.58; this amount was around \$500,000 for a few months but is back down to normal due to the funds from USDA Rural Development being loaned out.

Funding considerations for the ARRA dollars were presented. We are still in the process of receiving direction from the government on funding regulations. There will be significant reporting responsibility with reports being made within ten days of the quarter end. All funding recipients must be registered in the Central Contractor Registration database. Our Weatherization crews, contractors and auditors will be subject to Davis Bacon requirements. We and all of our contractors have to complete weekly reports listing all of our employees and payroll information. We will also be subject to transparency requirements which means being responsible for taxpayer dollars by reporting where and how the money is being spent.

Kari reported on accounting procedure changes and considerations due to the ARRA funding including switching to a weekly payroll beginning July 1st, instituting a five day month end close, assigning a separate department number for all ARRA projects, clearly defining all ARRA transactions, and taking into account budget considerations for when ARRA funding comes to an end.

We now have two separate forms for our mileage and meeting per diems. Anyone receiving per diems over \$600 will be receiving a 1099.

Motion was made by Bill Gomoll to accept the June 24, 2009 Budget & Finance Report. Seconded by John Stevenson. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. Building Committee

Bill Gomoll gave highlights of the Building Committee report of May 15, 2009. The agenda and minutes of the April 24, 2009 meeting were unanimously approved by motion.

Fred reported on the garage addition development plan with the design going to the City of Wisconsin Dells prior to June 1st for their consideration of a Conditional Use Permit. Two new trucks have been purchased with the Weatherization Unit gearing up for the additional funding. Ross reported on the Poverty Summit he recently attended in Milwaukee. We are still reviewing property sites for future HOME Projects. Fred is planning a visit to the new Southwest CAP Dental Clinic to gather information for the possibility of a dental clinic in our Beaver Dam Building. Planet Turbine gave a presentation on the benefits of wind turbine systems and how they may be able to assist the agency in the future. Board training will take place on Friday, June 5th. The next meeting will be held on June 12, 2009.

Bill Gomoll gave highlights of the Building Committee report of June 12, 2009. The agenda and minutes of the May 15, 2009 meeting were unanimously approved by motion.

Fred attended the Wisconsin Dells Planning & Zoning meeting regarding our garage expansion project. If we add a connected building, sprinkler systems would need to be installed throughout all buildings. The architect is working on a new side-by-side plan. Charlie Krupa has helped identify 1.95 acres with required zoning in the Village of Necedah for our next HOME Project. Motion was unanimously passed to have Fred pursue negotiations with the property owner offering \$18,000 but no higher than \$21,116 with final approval by the board. A loan resolution for the air conditioning upgrade in the Beaver Dam Building will be presented at the next full board meeting. Ed Czerkas has been assigned the responsibility of managing buildings and property maintenance. The Committee discussed the possibility of gearing future HOME projects towards disabled or elderly. The next meeting will be held on July 17, 2009.

Motion was made by Joan Koscal to accept the Building Committee Reports of May 15, 2009 and June 12, 2009. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

b. Client Services Committee

Joan Fordham stated the Client Services Committee meeting minutes of April 29th were distributed in the board meeting packets. With no questions regarding the minutes Joan reported on the Client Services Committee meeting of June 24, 2009.

Craig Gaetzke thoroughly reviewed the intricacies of the CSBG and ARRA Programs including what they are funding, any new programs, and funding that is used to complement programs we already have in place. The next meeting will be held on August 26, 2009 to hear about the use of flood money and the CDBG Program.

Motion was made by Muriel Harper to accept the Client Services Committee Report of June 24, 2009. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

c. EPF Committee

John Earl gave highlights of the EPF Committee report of May 15, 2009. The meeting was called to order and agenda approved by unanimous motion. The minutes of the April 24, 2009 meeting were unanimously approved by motion.

Ross Swinehart gave an update on the Poverty Summit he attended in Milwaukee. Personnel issues were reviewed. Weatherization is ready to hire two new employees. Sara McKee completed a Waushara County Food Grant and is working with Pam Hughes on our Youth Employment Program. Susan Tucker is ready to fill the Program Case Worker position located at our Portage office. The Healthy Walking Program is going well and should help in decreasing our health insurance renewal costs for next year. Kari presented the Finance Report. The April 2009 Cash Flow Statement reflected actual cash at month end at \$177,415.51. A chart reflecting a favorable CWCAC Cash History from March 2008 through April 2009 was presented. The Committee discussed planning for funding losses and ways to avoid staff reduction. Economic Stimulus Funding expected includes \$1.2 million for Weatherization, \$450,000 for the Neighborhood Stabilization Program, and additional funds for the Homeless Unit and Skills Enhancement Program. Board Training & Re-Orientation will be held June 5th. Motion was unanimously approved recommending full board approval of a Lending Resolution to borrow \$25,000 from Forward Community Investments to complete renovations and install air conditioning at our Beaver Dam Office. Our 10th Annual Golf Classic will be held June 11th. Fred will be a presenter at Congressman Tom Petri's 2009 Grant Conference in Fond du Lac on May 28th. The next meeting will be held on June 12, 2009.

John Earl gave highlights of the EPF Committee report of June 12, 2009. The meeting was called to order and agenda approved by unanimous motion. The minutes of the May 15, 2009 meeting were unanimously approved by motion.

Personnel issues were reviewed. Weatherization has hired six new crew members. Two part-time employees have been hired to manage the Youth Employment Program. The Healthy Walking Competition is going well with all board members being invited to participate. Kari presented the May 2009 Finance Report. The Cash Flow Statement for May

reflected actual cash at month end of \$220,027.58. She reported significant changes in reporting requirements and Accounting procedures for the ARRA funding. John Earl reported the Board Member Training & Re-Orientation went well with eight board members present. We had 79 golfers at the 10th Annual Golf Classic and will net approximately \$10,000. The Golf Committee will meet for lunch with the board at the June meeting. A Board Member/Staff Potluck Picnic including staff longevity recognitions has been planned for the August 26th board meeting. The agenda for the Partners in Recovery Event was reviewed. Motion was unanimously passed to present a change of the personnel policy manual to the full board; page 18, under Paid Holidays which currently reads "When a holiday falls on a Sunday, it shall be observed on the following Monday. When a holiday falls on a Saturday, it shall be observed on the preceding Friday." With the change it would now read: "When a holiday falls on a Saturday or Sunday, it shall be observed on the following Monday." The next meeting will be held on July 17, 2009.

Motion was made by Bill Gomoll to accept the EPF Committee Reports of May 15, 2009 and June 12, 2009. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

8. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction
- d. Employment & Training
- e. Business Development

Manager reports were distributed in the Board Packets prior for review prior to the meeting. John Earl gave an overview of the Manager reports.

Weatherization seems to be on track with 209 audits completed and a service goal of 254 and to date a total of 226 clients served at an average cost per household of \$8,143. Craig Gaetzke reported that Weatherization applications are being taken through fuel assistance offices and the State has allocated an additional \$5,000 per County to pay for staff time to process Weatherization applications. Although we have a goal of services for each County we have to provide services based on high energy use first.

Susan Tucker reported the number of clients served this year compared to last year has increased although the dollars are slightly down. The Emergency Food & Shelter Program will be receiving ARRA funding by the end of the year. Our Emergency Shelter Grant was again one of the top three in the State so we will receive about 77% of what we requested. We will be working with Renewal Unlimited on the Homeless Prevention & Rapid Re-Housing Grant.

John mentioned that our Food Pantry statistics indicate the number of clients served keeps going up which seems to be a sign of the times.

Fred reported that Chuck Moran was heading the Employment & Training Unit at the Job Center in Baraboo and John Hay was heading the Business Development Unit in Necedah. Although funding has evaporated for these programs currently we still want to keep those units intact organizationally for any future developments.

Motion was made by John Stevenson to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Program Reports of June 24, 2009. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

8. Old Business

Joe Garvin commented that CWCAC was recently welcomed with a plaque by the Beaver Dam Chamber of Commerce Ambassadors at our new Beaver Dam location.

9. New Business

A Lending Resolution for the completion of renovations in our Beaver Dam office was presented for full board approval. It reads: "Lending Resolution; BY Central Wisconsin Community Action Council, Inc., 1000 Highway 13, Wisconsin Dells, WI 53965; WHEREAS: Central Wisconsin Community Action Council, Inc. passed a motion on May 15, 2009 authorizing borrowing of \$25,000 from Forward Community Investments for installation of air conditioning, completion of electrical work, and bathroom remodel at our Beaver Dam Office building located at 134 South Spring Street; and WHEREAS: The Beaver Dam Office building was purchased on April 30, 2008 with renovations nearly completed; and WHEREAS: The remodeled bathroom will reduce traffic through the current business offices; Now there for let it be resolved: That Central Wisconsin Community Action Council, Inc. Board of Directors approves borrowing \$25,000 from Forward Community Investments, Inc.; and further Resolve, that authority be vested in the Executive Director to sign all loan documents necessary and required relating to this Resolution; Date: June 24, 2009." The Corporate Borrowing Resolution was also presented. With no questions or comments, Ross Swinehart made a motion to approve the Lending Resolution as presented. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

Motion was presented for full board approval regarding a change in the Personnel Policy Manual under Paid Holidays. It reads: "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, and Finance Committee recommendation to

change wording of the Personnel Policy Manual, page 18, under Paid Holidays which currently reads "When a holiday falls on a Sunday, it shall be observed on the following Monday. When a holiday falls on a Saturday, it shall be observed on the preceding Friday." With the change it would now read: "When a holiday falls on a Saturday or Sunday, it shall be observed on the following Monday." Fred commented that this would clarify our procedure for the upcoming 4th of July Holiday which falls on a Saturday this year. The board agreed that the Executive Director has the authority to make the decision based on the intent of the personnel policy. After discussion, motion was made by Muriel Harper to table the issue for further discussion at the next EPF Committee Meeting. Seconded by Joan Fordham. Passed unanimously. MOTION CARRIED.

9. Next Meeting

Wednesday, August 26, 2009 @ 10:30 a.m.

10. Adjourn

Ross Swinehart made a motion to adjourn. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

Executive Committee Minutes
Monday, July 2, 2009
5:30 p.m. - Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 5:30 p.m. Members present: Diane England, Dave Renner, Cindy Loken, Bev Ward and Al Sebastiani. Others present: County Board Supervisor Joanne Sumpter for Land & Water Conservation Committee (Chairman Glenn Licitar was not available); Barb Petkovsek, Administrative Coordinator/Director of Finance; Mindy Dale, Attorney representing the County from Weld, Riley & Prenn; Chris Murphy, County Conservationist; and Glen (Tony) Pillow, Conservation Engineering Technician.

The meeting was properly announced. **Motion by Ward/Renner to approve the agenda. Motion carried.**

No public participation or correspondence.

Motion by Ward/England to convene into closed session per:

Sec. 19.85(1)(a), Wis. Stat., for deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body;

Sec. 19.85(1)(b), Wis. Stats., for considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.

Sec. 19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Sec. 19.85(1)(g), Wis. Stats., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

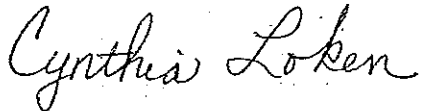
For considering employment data of an Adams County employee, evidentiary hearing and possible dismissal or discipline of an Adams County employee, deliberations, and conferring with legal counsel regarding same. Note: A portion of this agenda item may be held in open session if the employee so requests pursuant to Sec. 19.85(1)(b), Wis. Stats.

Motion carried by unanimous roll call voice vote.

Motion by Loken/Ward to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried by unanimous roll call voice vote.

Motion by Loken/Renner to adjourn at 7:00 p.m. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia Loken".

Cynthia Loken
Recording Secretary.

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Executive Committee Minutes
Monday, August 3, 2009, 9:00 a.m.
Conference Room A260, Courthouse, Friendship, WI

Meeting called to order by Chairman Al Sebastiani at 9:04 a.m. Members present: Diane England, Dave Renner, Cindy Loken and Al Sebastiani. Supervisor Bev Ward excused. Others present: Barbara Petkovsek, Administrative Coordinator/Director of Finance and Jack Albert, Corporation Counsel/Personnel Director.

The meeting was properly announced. **Motion** by England/Loken to approve the agenda as printed. **Motion carried** by voice vote.

No public participation or correspondence.

Discuss and/or act on recommendations from Carlson Dettmann for Corporation Counsel and Legal Assistant/Confidential Administrative Assistant positions. Discuss Corporation Counsel/Personnel Director Office. Jack Albert, Corporation Counsel/Personnel Director presented the memorandums from Enetrix (Carlson Dettmann) regarding placement in the pay schedule for the Corporation Counsel and Legal Assistant/Confidential Administrative Assistant positions. He also presented the job descriptions and JDQ's that were submitted to Enetrix (Carlson Dettmann) that were utilized for the recommendations in the memorandums. Lengthy discussion held regarding potential reorganization of the Corporation Counsel's office and having a stand alone Personnel Director.

Chairman called for a break at 10:30 a.m. The Committee reconvened at 10:40 a.m.

Committee continued discussion on Enetrix (Carlson Dettmann) recommendations and reorganization resolution. Enetrix (Carlson Dettmann) recommended the Corporation Counsel position remain at a grade 18, the Legal Assistant/Confidential Administrative Assistant be a grade 8. They earlier recommended that a stand alone Personnel Director would be a grade 14.

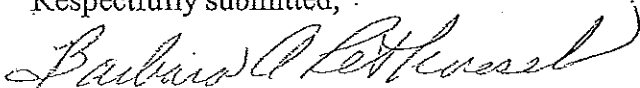
Motion by Loken/Renner to approve the recommendations from Enetrix (Carlson Dettmann) for the Corporation Counsel (grade 18) and Legal Assistant/Confidential Administrative Assistant (grade 8) based on submitted job descriptions and JDQ's. **Motion carried** by unanimous voice vote.

The next regular meeting will be August 10, 2009, at 9:00 a.m. Action items for the August 10, 2009, meeting: Budgets, resolution and packet for Personnel Director position.

A special meeting will be held on August 11, 2009, at 7:30 a.m. to interview candidates for the County Veteran Service Officer position. The August 11, 2009, agenda should also include, discuss and/or act on extension of interim County Veteran Service Officer contract.

Motion by Renner/England to adjourn at 11:10 a.m. **Motion carried.**

Respectfully submitted,



Barbara A. Petkovsek
Administrative Coordinator/Director of Finance

EXECUTIVE COMMITTEE MINUTES

Monday, August 10, 2009

9:00 a.m. - Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 9:05 a.m. Members present: Diane England, Cindy Loken, Dave Renner, Bev Ward and Al Sebastiani. Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance; Jack Albert, Corporation Counsel/Personnel Director; Ken Rock, Interim Veteran Service Officer; Fred Nickel, Parks & Recreation Director; and Jane Gervais, Paralegal/Personnel Assistant. Angela Hinze, Medical Examiner from Columbia County and Al Klimetek, Medical Examiner from Door, Oconto & Brown Counties; and Supervisor Joanne Sumpter joined the meeting at approximately 10:35 a.m.

Motion by Loken/Ward to approve the agenda. Motion carried.

Motion by Renner/England to approve the minutes for July 2 & 13, 2009, and August 3, 2009. Motion carried.

No public participation or correspondence.

Motion by Renner/Ward to move to #12 - Discuss and/or act on recommended changes to Veteran Service Office Clerk/Receptionist job description. Motion carried. Ken Rock, Interim Veteran Service Officer discussed the changes to the job description. Discussion was held regarding the revised job description and title of the position. **Motion by Ward/England to forward the job description to Carlson Dettmann (Enetrix) for evaluation and placement in the study.** Chairman Sebastiani asked if there was any discussion. Loken clarified that the description would be forwarded to Carlson Dettmann and that they review whether the title should be changed pursuant to the accreditation. **Motion carried. Motion by Ward/England to approve the job description as presented. Motion carried.**

Motion by Ward/Renner to move to Item #9 on the Agenda - Discuss and/or act on Resolution and packet for Personnel Director position. Motion carried. Barb Petkovsek explained the pay increases for the Parks Seasonal employees to the Committee. Fred Nickel, Parks Director, also gave an explanation for the adjustments to the wages. **Motion by Loken/Ward to go with Barb Petkovsek's suggestions to have a schedule put together to show the pay scale for a seasonal and/or on-call position and what the rate of pay would be to start, 1 yr., 2 yrs., until it would max out and to do that for a 5-year projection. Motion carried.**

Chairman Sebastiani called for a recess at 10:20 a.m. Chairman Sebastiani called the meeting back to order at 10:30 a.m.

At approximately 10:30 a.m., presentation was given by Al Klimetek, Medical Examiner for Brown, Door & Oconto Counties & Angela Hinze, Columbia County Medical Examiner, regarding the difference between a Medical Examiner and a Coroner. Discussion followed. **Motion by Ward/Loken to recommend to Public, Safety & Judiciary that we consider transitioning from the Coroner and go with a Medical Examiner. Motion carried.**

Motion by Ward/Renner to recess for lunch and to reconvene at 1:15 p.m. Motion carried.
Chairman Sebastiani called the meeting back to order at 1:15 p.m.

Motion by Loken/Ward to place the following items on the August 11, 2009, Executive Committee's Agenda: #8 - Discuss and/or act on County Furloughs, Retirements (i.e. voluntary early retirement incentive resolutions and programs); #9 - Discuss and/or act on Resolution and packet for Personnel Director position; #13 - Discuss and/or act on budgets for Administrative Coordinator/Director of Finance Office, Maintenance and GIS; #14 - Administrative Coordinator/Director of Finance monthly report. **Motion carried.**

Discuss and/or act on budget for Corporation Counsel/Personnel Director's Office. **Motion by Renner/Loken to forward the Corporation Counsel/Personnel Director budget on to Administrative & Finance Committee with suggested changes as follows:** Change line item 100 E 07 51110.307 - Outside Counsel - from \$18,000.00 to \$15,000.00; Line item 100 E 07 51320.310 from \$3,000.00 to \$2,500.00; and 100 E 07 51320.434 - School, Professional Expense from \$1,000.00 to \$800.00. **Motion carried.**

Jack Albert, Corporation Counsel/Personnel Director gave his monthly presentation.

Motion by Loken/Renner to convene in closed session per § 19.85(1)(e) and (1)(g), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Discuss Unit Clarification Settlement. Discuss Local 1168 response to grievance regarding VSO Clerk/Receptionist compensation. Motion carried unanimously by roll call voice vote.

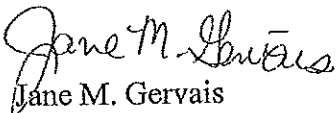
Motion by Loken/Renner to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried unanimously by roll call voice vote.

Motion by Ward/England to approve the purchase order reports. Motion carried.

The next meeting is scheduled for Tuesday, September 8, 2009, at 9:00 a.m.

Motion by Renner/Ward to adjourn at 2:25 p.m. Motion carried.

Respectfully submitted,



Jane M. Gervais
Paralegal/Personnel Assistant
Recording Secretary

MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE COMMITTEE

EXECUTIVE COMMITTEE MINUTES

Tuesday, August 11, 2009

7:30 a.m. - Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 7:30 a.m. Members present: Diane England, Cindy Loken, Dave Renner, Bev Ward and Al Sebastiani. Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance; Jack Albert, Corporation Counsel/Personnel Director; Pat Townsend for Health & Human Services Board; and Ken Rock, Interim Veteran Service Officer.

Motion by Renner/Townsend to approve the agenda. Motion carried.

No public participation or correspondence.

Motion by Ward/Townsend to convene in closed session per § 19.85(1)(c), Wis. Stat., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Conduct interviews for County Veteran Service Officer. Motion carried unanimously by roll call vote.

Motion by Ward/Loken to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried unanimously by roll call voice vote.

Motion by Ward/England to offer the position to David Guerin. If he does not accept it, then offer it to Amiee Augustine. Motion carried.

Chairman Sebastiani called for a five-minute recess. The meeting reconvened at 2:50 p.m.

Discuss and/or act on extension of interim County Veteran Service Officer contract. Discussion was held. **Motion by Ward/Loken to extend Ken Rock's contract as Interim County Veteran Service Officer until such time we have someone on board. Motion carried.**

Discuss and/or act on County Furloughs, Retirements (i.e. voluntary early retirement incentive resolutions and programs). Discussion was held regarding the severance and early retirement packages and the cost savings for the furlough days. **Motion by Loken/Renner to forward the following four resolutions on to County Board subject to Administrative and Finance Committee's approval: Resolution approving County Board Supervisors to forego County Board and Committee Per Diems; Resolution to Offer an Employee Severance Incentive to Assist in Closing the County's 2010 Budget Gap; Resolution to Furlough or Layoff Employees and Close Certain County Buildings; Resolution to Offer an Early Retirement Incentive to Assist in Closing County's 2010 Budget Gap. Motion carried.**

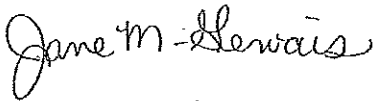
Discuss and/or act on resolution and packet for Personnel Director position. Discussion was held. It was decided to add an explanation with a range to the attachment because the examples

only indicate the extreme. **Motion by Renner/Loken** to send the resolution and packet on to County Board. **Motion carried.** Chair Sebastiani requested that the Long Range Ad Hoc Committee be notified as to the outcome of the County Board meeting.

Discuss and/or act on budgets for Administrative Coordinator/Director of Finance Office, Maintenance and GIS. Barb Petkovsek discussed the budgets with the committee. **Motion by England/Loken** to accept the budgets as presented. **Motion carried.**

Motion by Renner/Ward to adjourn at 5:00 p.m. **Motion carried.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Jane M. Gervais".

Jane M. Gervais
Paralegal/Personnel Assistant
Recording Secretary

EXECUTIVE COMMITTEE MINUTES

Tuesday, September 8, 2009

9:00 a.m. - Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 9:10 a.m. Members present: Diane England, David Renner, Cindy Loken, Bev Ward and Al Sebastiani. Others present: Barb Petkoysek, Administrative Coordinator/Director of Finance; Jack Albert, Corporation Counsel/Personnel Director; Joanne Sumpter, County Board Supervisor; Ron Chamberlain, Highway Commissioner and Jane Gervais, Paralegal/Personnel Assistant.

Motion by Loken/Ward to approve the agenda with the addition of the monthly report given by the Administrative Coordinator/Director of Finance. **Motion carried.**

Motion by Ward/Renner to approve the minutes of August 10 & 11, 2009. **Motion carried.**

No public participation or correspondence.

Discuss job descriptions for Mechanic/Welder/Machinist and Shop Lead Person. Discussion was held. **Motion by Renner/England** to approve the job descriptions for the Mechanic/Welder/Machinist and Shop Lead Person that were approved by the Public Works Committee in July 2007. **Motion carried.**

Discuss and/or act on resolution to Appoint David Guerin to the position of Adams County Veteran Service Officer. **Motion by Loken/England** to approve the resolution for hiring the Veteran Service Officer David Guerin. **Motion carried.** Discussion was held.

Discuss and/or act on Personnel Director budget and Corporation Counsel/Personnel revised budget. **Motion by Ward/Renner** to present these budgets (Personnel & Corporation Counsel) to the Finance Committee. **Motion carried.** Much discussion was held regarding whether the Personnel Director needed additional staffing. Chairman Sebastiani said, let's put it back on next month's County Board agenda to see if we can work something out.

Motion by Ward/England to convene in closed session per § 19.85(1)(c), Wis. Stat., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Discuss Community Service Office/Project Coordinator; discuss employee furloughs; and discuss Health & Human Services employee certification issue. Per § 19.85(1)(e), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Discuss Unit Clarification. **Motion carried** unanimously by roll call voice vote.

Motion by Ward/Loken to reconvene in open session at 12:35 p.m. per § 19.85(2), Wis. Stats., to consider and vote on appropriate matters. **Motion carried.**

EXECUTIVE COMMITTEE MINUTES**SEPTEMBER 8, 2009**

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Corporation Counsel/Personnel Director, Jack Albert, gave his monthly report.

Barb Petkovsek, Administrative Coordinator/Director of Finance, presented her monthly report.

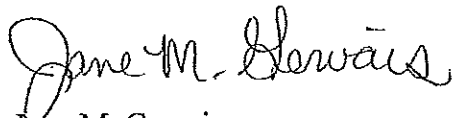
Motion by Loken/Renner to approve the purchase order voucher reports. Motion carried.

The next meeting is scheduled for Monday, October 12, 2009, at 9:00 a.m.

Action items for the next meeting: Discuss Personnel Department support staff.

Motion by Ward/Loken to adjourn at 1:25 p.m. Motion carried.

Respectfully submitted,



Jane M. Gervais
Paralegal/Personnel Assistant
Recording Secretary

P64 Health & Human Services Board

Meeting Minutes of August 14, 2009

Call to Order – The meeting was called to order at 9:00 am by Chairperson Pat Townsend.

Roll Call – Board members present: Diane England, Cindy Loken, Pat Townsend, Joanne Sumpter, Jack Allen, Maureen Bruce, Dr. Hatton, Teresa Harvey-Beversdorf and Karl Klingforth.

Staff present: Chuck Price, Wendy Pierce, Carol Johnson. Mandy Stanley arrived at 9:13am; Diane Osborn arrived at 10:13am.

Approval of Agenda and Compliance with Open Meetings Law – The meeting was properly noticed. Motion to approve the agenda by Joann Sumpter, 2nd by Jack Allen. Motion carried by UVV (unanimous voice vote).

Approval of Minutes from July 10, 2009, HHSB meeting – Motion to approve minutes by Karl Klingforth, 2nd by Dr. Hatton. Motion carried by UVV.

Approval of Minutes from July 28, 2009, HHSB meeting – Motion to approve minutes by Joanne Sumpter, 2nd by Karl Klingforth. Motion carried by UVV.

Public Participation - none

Correspondence – none

Veterans Service – Motion to approve VSO vouchers and financial report by Diane England, 2nd by Teresa Harvey-Beversdorf. Motion carried by UVV.

HHSB

Financial Report – Motion to approve the vouchers and financial report by Jack Allen, 2nd by Karl Klingforth. Motion carried by UVV.

Thrift Store financial report – report was provided

Conference & Workshop Requests – the committee was informed of upcoming conferences and/or workshops that had been approved in the 2009 budget.

Deviation from Agenda – Motion to deviate from agenda to move item #8 to take place prior to Unit Reports by Joanne Sumpter, 2nd by Jack Allen. Motion carried by UVV.

Public Health/Environmental Services – Mitch, Environmental Services Intern, presented information and pictures pertaining to the Hutchinson property. Motion to proceed with Human Health Hazard ordinance abatement order and necessary court action for Hutchinson property in Springville town by Jack Allen, 2nd by Joanne Sumpter. Motion carried by UVV.

Reports

Staff – written reports were provided and explained by each manager.

2010 Draft Budget – distributed. Special meeting of the HHSD committee to review budget and presentation scheduled for Thursday, August 27, 2009 at 2:00pm.

Health & Human Services Board Meeting Minutes
August 14, 2009
Page two

Annual Report – 2008 Annual Report distributed.

Recruitment – Positions currently vacant include Long Term Support Case Manager and Mental Health Case Manager. It was decided to not recruit for the Long Term Support Case Manager position at this time. The case loads will continue to be monitored and re-evaluated if necessary. Motion by Cynthia Loken, 2nd by Diane England to approve the recruitment/hiring of the Mental Health Case Manager position. Motion carried by UVV.

Director's Report – Chuck Price gave the Board an update of what he has been working on in various areas of Health and Human Services, meetings and conference he's attended and upcoming meetings that he plans to attend.

Confirm Next Meeting Date – Friday, September 11th at 9:00 am.

Adjournment – Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 10:37 am.

Minutes respectfully submitted by Beth Czerwinski

THESE MINUTES HAVE NOT YET BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY HUMANE SOCIETY BOARD OF DIRECTORS
Minutes of the Board Meeting
June 11, 2009

Adams-Columbia Electric Cooperative – 4:15 pm

President Brenda Schwertsig called the regular meeting of the ACHS Board of Directors to order at 4:19 pm. The meeting was held at ACEC.

Those in attendance: Brenda Schwertsig, Chris Kulke, Linda Mohns, Lynn Moen and Mary Anne Keul.

Guests: Christina Ackerman and Cindy Loken.

Approval of Minutes: The minutes of 5/14/09 were approved by motion from Kulke, seconded by Mohns.

Treasurer's Report: Linda presented the May report. Noted was a significant saving regarding the Tax/Payroll Prep charge, which now has a monthly charge of \$100.00 and \$29.95 for the payroll online service. The vet bill continues to climb, reaching a total of \$1824. With the large influx of kittens and the fact that ACHS took 8 dogs with many medical issues to deal with from the Thyme & Sage Ranch raid, the vet bill will be much higher next month. In order to try to reduce certain medical expenses Christina mentioned that it might be possible to save on certain medications, if ordered thru Mid-West Vet. She will look into setting up an account with them. Another issue that was discussed was the fact that we currently have two checking accounts: one in the name of the Adams County Animal Shelter Account, and the other the Adams County Humane Society Account. This is a very confusing situation and if our accountant, John West, clarified that there is no need for two accounts, we will start using just the one. The Treasurer's Report was accepted on a motion by Chris, seconded by Mary Anne.

Manager's Report: The June Manager's Report was reviewed. Christina mentioned the high number of animals coming in, which puts many demands on the staff. Special mention was made on how both Cory and Kelly had stepped up and worked extra hours were Christina needed help. Several setbacks were noted with the Huber workers and the Board definitely felt that two part time employees should be sought. Since Thursday, Friday and Saturday are very busy days, Christina will have those days covered by anyone hired in the future. She will review applications already on file and if no one is found, she will place another ad in the paper and have the radio station bring attention to the opening. Linda mentioned that a former employee was granted unemployment benefits due to insufficient documentation of tardiness. It was agreed that a procedure regarding an attendance policy in the Employee Handbook needs changing and this will be discussed at the next board meeting.

OLD BUSINESS

Petpoints Software: This is a web-based software and as such anyone can work or look at the information from their own computer. The Humane Societies who currently use this program are very positive about it. The down side is that the training is very intense. Christina indicated that the cost for the chips, which have to be purchased, would be \$4.85 and the charge to the customer could be between \$20-\$25. Linda made a motion to agree to use Petpoint, Lynn seconded. All were in favor. At the next meeting the need to purchase a laser printer will be discussed.

Cell Phone Use: Discussion on this issue was tabled until the next meeting.

Kelly's One Year Anniversary: In view of her much improved work record Linda made a motion to raise her hourly rate \$.75/hour, Chris seconded.

Possible Return to Summer Shelter Hours: It was agreed to keep the hours as is for the time being. Note was made to change the Web page to reflect the current summer hours. During the discussion of shelter hours it was brought up that an ad was placed in the paper for a replacement for Ed's ACO position. Cindy Loken indicated that actually three people had applied and there was a possibility of using all three on a part time basis. Ed will stay on until the selected replacements are trained. It was noted that when Ed takes time off, no one picks up animals or if they do, they call Christina during anytime at night and she has to go to the shelter and open up. That brought up a discussion about having an area in the shelter for holding incoming animals during closed hours and the need to have the sheriff's office/ACO have a key to that area. It was decided to add an agenda item for the next meeting dealing with a new policy on the ACO and ACHS working relationship. It was also decided to extend an invitation to Dave Carlson to come to our next meeting.

Aluminum Can Recycling: There is a large metal cage near the front driveway of the shelter where aluminum cans are deposited by the public. The cans have been periodically picked up by Necedah Metals and payment for the aluminum issued to the shelter. However, of late, the service has been very spotty and payment insufficient. Chris recommended that the shelter use Babco instead of Necedah Metals. They would be able to come every Friday for pickup and will provide a new cage for the cans. On the recommendation by Linda, it was decided to cease relations with Necedah Metals and start working with Babco.

NEW BUSINESS

Dog Seizure and Rescue. Christina reported on the seizure of many dogs from the Thyme & Sage Ranch raid in Cazenovia, WI. Eight dogs were given to ACHS and one of those had to go to a rescue group. The other seven showed evidence of severe neglect and were thought to possibly have mange. However, Lori from MATC came to help and

tested the dogs and they all came up negative for mange. Dogs will be given baths and then put on the Web site. A special story will be told about these special rescued dogs.

June 12 Brat Fry: Mary Anne and Brenda discussed final arrangements for the June 12 brat fry and reviewed the schedule of volunteers and items needed for the day. It was mentioned that the list of volunteers scheduled for the July 24th should be taken to the next meeting of the Fresh Ideas Committee in order to recruit some new volunteers to help.

ACHS Hosting October 3 Shelter Sharing Meeting: The Shelter Sharing Meeting will be Saturday, October 3 and will begin with a tour of the Animal Shelter followed by a meeting at the ACEC. Coffee, donuts and milk will be served at the shelter, followed later at ACEC with sandwiches, salads and desserts.

Yellow Pages Phone Listing: There have been some complaints that there is no listing of the ACHS in a phone book. Upon checking, there is a listing in the yellow pages under Humane, and in the white pages under County Government, but there is no listing under A in the regular section. Verizon to be contacted to see if ACHS can be listed under A.

Adams County Landfill & Recycling: The shelter dumpster is currently emptied once a week at a cost of \$99. If the dumpster is emptied every other week, the cost would be \$58. After a discussion on usage, it was decided to go back to every two weeks.

Completion of Cement Stoop or Pad: The cement pad needs to be added as soon as possible and Chris confirmed that Larry will handle the completion of the project. When completed, other improvements to be done around the area were discussed, including putting down fabric landscape material followed by stones.

Adjourn: Motion made to adjourn at 6:21 pm. Motion carried.

Next BOD Meeting: July 9 at 4:15 pm at ACEC.

Next Fresh Ideas Committee Meeting: June 25 at 4:14 pm at the Community Center Conference Room.

Approved by:

Lynn Moen, Secretary

Date

ADAMS COUNTY HUMANE SOCIETY BOARD OF DIRECTORS
Minutes of the Board Meeting
August 9, 2009

Adams-Columbia Electric Cooperative 5:30 p.m.

Call To Order: Brenda Merkle 5:29 p.m.

Present: Brenda Merkel, Lynn Moen, Patrick Gatterman, Mary-Ann Keul, Linda Mohns, and Chris Kulke.

Guests: Christina Ackermann, Cindy Loken, and David July

Approval of Minutes: July 2009 minutes were approved by Mohns, Second by Moen

Treasurer's Report: Mohns reviewed the July 2009 Treasurer's Report. Once again, the shelter had more animals and therefore more expenses in vet and supplies. The Petpoint system was paid in full. The Payroll period was higher due to 3 payroll periods during the month of July. Linda reviewed the total cash on hand from the beginning of the year to current.

Motion by Gatterman second by Moen to reapply for the American Humane Society for the amount of \$119.00-Motion Carried.

2010 Budget Proposal: Mohns reviewed the 2010 budget with the Board. Proposal for \$50,000 from the County. Budgets are due September 4 and the Board is invited on Thursday September 24 to discuss the proposal. Mr. July made comment that this budget item is a line item from the Sherriff's Department donations. He has come in under the 3% as mandated by the County.

Managers Report: Ackermann Reported. Bell Labs from Madison tested containers on two dogs. They also video tapped the dogs for 2 hours. There was discussion on the workers, both Huber, part-time and full-time regular. Christina reported that Petpoint software is going great. There was concern about how much to charge for ACHS animals vs. public animals. It was agreed that 25.00 is a fair public chip price. Christina is also updating files for the volunteer applications and wants to make brochures for future use.

Old Business

Employee Hand Book: Tabled until September, Gatterman-Mohns, Motion Carried

White Pages: Mohns verified listings have all changed to Humane Society vs. Animal Shelter

New Business

New ACO & Door Locks: Board Recognized David July from the Adams County Sheriff's Department. Mr. July reported that the County has hired two new Animal Control Officers Paul Carr and Dale Billing. They will be working a 2-week rotating basis and so far everything seems to be going well. The ACO's will be attending a mandatory 5 day training course in October. The positions are limited to 1200 hours, or 600 per person. Mr. July has agreed to meet with the Board in October to discuss our goals for the new ACO's. Mr. July agreed to have the ACO's put away animals with food and water in the interim until proper training and a permanent solution can be addressed. It was mentioned that temporary holding containers at the County may be a possibility.

Contract: Tabled until September, Gatterman-Kulke

Sign for Metal Can Cage: The metal aluminum can cage needs a sign designing that all proceeds benefit the Adams County Humane Society. Mary-Ann will check with Shirley Powers and the County Highway Department for costs.

Green County Highway 13 sign: The Board would like the Humane Society listed in the area business on the Highway 13 road sign. It would be a great way of people who have found a stray to know where to go. Gatterman will check with the Adams County Highway Department on the possibility of being added or have the opportunity in the future.

Fundraising Issues:

- 2010 Brat Fry-Agreed to Sat/Sun with Holiday if possible.
- Rome Car Show-They want the ACHS to be present.
- Rome Variety Show-November 7th
- Garage Sale-Donated items from Garage sale will be given to VFW or Practical Cents. Motion by Mohns, Second by Moen. All items must be picked up immediately after sale.
- Logo and Apparel-Discussion on have apparel with ACHS logo on the front. All the volunteers have mentioned that they would like something when working events. They will purchase if available. There was discussion on have the ACHS pay for the shirts. Mohns will follow up and report next month.
- Thrivent Money-Motion by Mohns second by Kulke to use all Thrivent money to build walkways. All in favor-motioned carried.

Adjourn: Motion by Gatterman Second by Kulke-Motion Carried.

Next BOD Meeting: September 10th 2009 4:15 p.m. at ACEC

Approved By:

Brenda Merkle, Chairperson

Date

**Adams County Library
Board Minutes
8/24/09**

The meeting was called to order by Vice President Heideman at 1:00 p.m. Present were Heideman, Director Calef, Townsend, Challoner, Renner, Kreten and Albrecht. Nelson was excused.

Vice President Heideman verified that the meeting was properly announced.

Motion to approve the agenda was made by Challoner, 2nd by Kreten, and carried unanimously.

Public input was invited. No members of the public were in attendance.

Motion to approve the minutes of the July meeting was made by Renner, 2nd by Challoner and carried unanimously.

The monthly bills were reviewed and initialed.

Motion to approve the Financial Report as mailed was made by Townsend, 2nd by Albrecht and carried unanimously.

Communications & Reports:

None

South Central Library System report:

Townsend reported that the System is closer to moving and in the process of reorganizing. The System celebration dinner is coming up. Board members have been asked to volunteer to pay for their dinner this year to help offset costs.

2010 Budget:

The proposed 2010 budget was discussed. **Motion** to approve the budget was made by Kreten, 2nd by Albrecht and carried unanimously.

Director's Report:

- A. Circulation for July was 8884 compared to 8308 last year.
- B. PLAC (Public Library Advisory Committee) met August 6th. The most important item on the agenda was the new governance structure for SCLS (see enclosed). The new proposal would do away with PLAC & LINK. There will be another all day meeting Sept. 18th to continue discussions. There was also discussion of a new database funding formula. If adopted, our costs would increase considerably. However, we do have the option of dropping certain products.
- C. LINK met August 13th. It was the shortest meeting Calef ever attended. Work continues on the migration to the new system. A new e-mail system is coming as well. All accounts have been switched over.

- D. Several staff members will be attending an all-day workshop on “new technologies” on August 26th.
- E. Sue Moran started her new position August 12th. She is doing just fine.
- F. We had 87 children participate in the summer reading program – about the same as in the past years. Performers were well attended.
- G. The System Celebration is September 24th in beautiful downtown Windsor. Please R.S.V.P. by Sept. 3rd.
- H. Calef contacted Elaine Wilson about the scrapbook. She will pick up the materials this week.

Identify possible upcoming items for future meetings:

1. Discuss progress on the 2010 budget

Motion to adjourn at 1:25 p.m. was made by Renner, 2nd by Townsend and carried unanimously.

The next meeting will be held Monday, September 28, 2009, at 1:00 p.m. at the Adams County Library.

Respectfully submitted by Barb Albrecht, Secretary

| <i>ITEM</i> | <i>CHECKING</i> | <i>SAVINGS</i> | <i>DONATION</i> | <i>CURR MO</i> |
|--|-----------------|----------------|-----------------|----------------|
| BALANCE FORWARD JULY | 956.37 | 20830.21 | 1306.96 | |
| JULY INCOME (deposited in August) | | | | |
| CHECKING ACCOUNT DEPOSIT | 0.00 | | | |
| Transferred from savings | | | | |
| SAVINGS ACCOUNT DEPOSIT | | 677.50 | | |
| Interest | 0.11 | 23.84 | 0.28 | |
| DONATION ACCOUNT DEPOSIT | | | 387.33 | |
| TOTAL | 956.48 | 21531.55 | 1694.57 | |
| AUGUST EXPENDITURES | | | | |
| Randy Pietrowski (reimburse gas) (8/7) | -25.00 | | | |
| EO Johnson (copier expense) (8/10) | -7.48 | | | |
| Great Glacier of WI (water) (8/10) | -27.80 | | | |
| SCLS (delivery cart) (8/10) | -15.00 | | | |
| WalMart (Wii gaming TV) (8/6) | | -648.00 | | |
| NSF ck by patron (8/3) | | -8.00 | | |
| Baker & Taylor Entertain (DVDs) (8/20) | | | -19.72 | |
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| TOTAL (AUGUST BALANCE FORWARD) | 881.20 | 20875.55 | 1674.85 | |
| AUGUST CASH INCOME | | | | |
| FINES | | | | 334.73 |
| BK SALE | | | | 2179.24 |
| LIBRARY CARDS | | | | 32.00 |
| PASSTHRUS (Non-Income) | | | | -150.00 |
| FEES (& postage) | | | | 196.50 |
| LOST/DAMAGED | | | | 72.00 |
| DONATIONS & GRANTS | | | | 511.44 |
| COPIES | | | | 436.85 |
| TOTAL AUGUST CASH INCOME | | | | 3612.76 |
| ACTIVITIES & CIRCULATION | | | | |
| Reference Questions | 938 | | | |
| Interlibrary Loan Requests | 971 | | | |
| Interlibrary Loan Checkouts | 2203 | | | |
| Total Circulation | 8709 | | | |
| Interlibrary Photocopies | 81 | | | |
| Interlibrary Loans Out of System | 66 | | | |
| Microfilm Used in House | 30 | | | |
| Typewriter Users | 1 | | | |
| Stereo Users | 2 | | | |
| Library Material Copies (b&w - color) | 1474 | | | |
| New Borrowers | 85 | | | |
| Total Volunteer Hours | 79 | | | |
| Computer Users | 1029 | | | |

AUGUST 2009 CASH INCOME REPORT

| DATE | FINES | BK SALE | LIB CARDS | PASSTHRUS (NON-INCOME) | FEES (fax, postage etc) | LOST/DMG | DONATIONS (or GRANT) | COPIES | TOTAL |
|--------------|---------------|----------------|--------------|---------------------------|----------------------------|--------------|-------------------------|---------------|----------------|
| 1 | 26.70 | 2061.50 | | | | | 0.70 | 7.25 | 2096.15 |
| 2 | 0.00 | | | | | | | 0.00 | 0.00 |
| 3 | 6.00 | 5.00 | 2.00 | -50.00 | 29.00 | | 0.25 | 23.25 | 15.50 |
| 4 | 13.10 | 17.25 | 2.00 | | 17.00 | 5.00 | 1.12 | 25.25 | 80.72 |
| 5 | 15.10 | 1.25 | | | 4.00 | 44.00 | 0.25 | 15.25 | 79.85 |
| 6 | 4.60 | 3.75 | | | | | | 12.75 | 21.10 |
| 7 | 7.70 | | 2.00 | -50.00 | 8.00 | | 5.00 | 12.05 | -15.25 |
| 8 | 1.00 | 3.50 | 2.00 | | | | 0.50 | 5.75 | 12.75 |
| 9 | 0.00 | | | | | | | 0.00 | 0.00 |
| 10 | 2.10 | | | | 5.00 | | 500.00 | 24.60 | 531.70 |
| 11 | 16.60 | 6.50 | 4.00 | | 12.00 | | 0.16 | 24.10 | 63.36 |
| 12 | 8.30 | 3.00 | 2.00 | | | | 0.25 | 41.25 | 54.80 |
| 13 | 5.00 | 2.00 | 2.00 | | 2.00 | | 0.40 | 7.55 | 18.95 |
| 14 | 5.70 | 1.75 | | | 6.50 | | | 36.25 | 50.20 |
| 15 | 11.00 | | | | 3.25 | | | 1.50 | 15.75 |
| 16 | 0.00 | | | | | | | 0.00 | 0.00 |
| 17 | 7.95 | 2.50 | 2.00 | | | | | 20.50 | 32.95 |
| 18 | 14.90 | 6.75 | 2.00 | -50.00 | 7.00 | | | 27.50 | 8.15 |
| 19 | 21.00 | 2.25 | 2.00 | | 13.25 | | 0.01 | 18.50 | 57.01 |
| 20 | 26.60 | 5.50 | 2.00 | | 13.00 | | 0.05 | 11.75 | 58.90 |
| 21 | 26.65 | 7.50 | | | 6.00 | | | 21.75 | 61.90 |
| 22 | 2.65 | | | | | | | 5.00 | 7.65 |
| 23 | 0.00 | | | | | | | 0.00 | 0.00 |
| 24 | 18.70 | 3.75 | 2.00 | | 43.00 | | 0.05 | 35.80 | 103.30 |
| 25 | 14.21 | 5.00 | 2.00 | | 8.00 | | | 8.25 | 37.46 |
| 26 | 10.12 | 7.50 | | | 3.00 | | 2.20 | 4.50 | 27.32 |
| 27 | 25.30 | 0.50 | | | 6.25 | | 0.50 | 15.25 | 47.80 |
| 28 | 4.95 | 1.50 | | | 0.25 | | | 17.50 | 24.20 |
| 29 | 15.20 | 3.75 | | | | 17.00 | | 1.00 | 36.95 |
| 30 | 0.00 | | | | | | | 0.00 | 0.00 |
| 31 | 23.60 | 27.24 | 4.00 | | 10.00 | 6.00 | | 12.75 | 83.59 |
| TOTAL | 334.73 | 2179.24 | 32.00 | -150.00 | 196.50 | 72.00 | 511.44 | 436.85 | 3612.76 |

P75

[illegible]

ADAMS COUNTY
PLANNING & DEVELOPMENT COMMITTEE
MEETING MINUTES: August 7, 2009

At 7:00 A.M. in the south parking lot of the Courthouse in Friendship, Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Committee members Terry James, Joanne Sumpter, and Sylvia Breene met and proceeded to the Chula Vista property located in the NW ¼, NE ¼, & Pt. of the SW ¼, NE ¼, & Pt of the NE ¼, NW ¼, & Pt of the SE ¼, NW ¼, all in Section 27, Township 14 North, Range 6 East, at the corner of 9th Avenue and Golden Drive, Town of Dell Prairie, Adams County, Wisconsin to conduct an on-site investigation for the purpose of evaluating their pending rezoning request.

At 7:34 A.M. Chairman Glenn Licitar called the meeting to order at the on site as noted above with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene; Richard Colby and Joe Stuchlak. Mike Keckeisen was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Anna Krejci, Wisconsin Dells Events; adjacent property owners Marilyn Toenjes, Mary Richards and Amy Priester.

Chairman Licitar read a letter from Brad Boettcher, Engineer with General Engineering Company requesting that the Hearing for the Rezoning and Conditional Use Permit for Chula Vista be tabled at the scheduled August 7, 2009 meeting. The letter also confirmed that Mike Kaminski would attend the site visit to answer any questions that the Committee might have.

The Committee then toured the properties by vehicle and immediately adjourned to the Courthouse.

At 9:04 A.M. Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order in Room A260 with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene, Richard Colby, Joe Stuchlak and Mike Keckeisen. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings: Ronald L. Johnson – Rezoning request of a portion of a 18.65 acre parcel (5 acres) from an R2 Rural Residential District to an A3 Secondary Agriculture District with a Conditional Use Permit under Section 5-5.03(B) of the Adams County Comprehensive Zoning Ordinance to place a 1989 16' x 80' single wide manufactured home on property located in the E ½, E ½, Section 5, Township 16 North, Range 6 East, Lot 1 of CSM 2448 at N2501 11th Avenue, Town of Easton, Adams County, Wisconsin. Joe Stuchlak made a motion to recommend enactment of the zoning change, on the above described property and forward that recommendation to the County Board for final action and to grant the Conditional Use Permit. Terry James seconded the motion. Roll Call Vote: 7 - Yes. Motion carried. John M. & Carolyn J. Olson – Rezoning request from an A1 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split into four parcels located in the NW ¼, NE ¼, Section 26, Township 18 North, Range 7 East, on Cypress Avenue, Town of Richfield, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above described property and forward that recommendation to the County Board for final action. Joanne Sumpter seconded the motion. Roll Call Vote: 6 - Yes. 1 – No. (James) Motion carried. Lenore L. Zeller – Conditional Use Permit request under Section 5-6.03(E) of the Adams County Comprehensive Zoning Ordinance to allow the existing multi-family dwelling to become a conforming use in an R-1 Single Family Residential District on property located in the SW ¼, NE ¼, Section 17, Township 14 North,

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MONTHLY MEETING:

August 7, 2009

PAGE #2

Range 6 East, Lot 1 & 2 of CSM 2955 at 3837 State Road 13, Town of Dell Prairie, Adams County, Wisconsin. Joe Stuchlak made a motion to grant the Conditional Use Permit. Richard Colby seconded the motion. Roll Call Vote: 7 – Yes. Chula Vista Golf Resort, Inc. – Tabled Rezoning request of 126.613 Acres from A1 & A1-15 Exclusive Agriculture Districts and an A3 Secondary Agriculture District to a B1 Rural Business District with a Conditional Use Permit under Section 5-12.03(E) of the Adams County Comprehensive Zoning Ordinance to allow the construction of a sports complex on property located in the NW ¼, NE ¼, & Pt. of the SW ¼, NE ¼, & Pt of the NE ¼, NW ¼, & Pt of the SE ¼, NW ¼, all in Section 27, Township 14 North, Range 6 East, on 9th Lane, Town of Dell Prairie, Adams County, Wisconsin. Upon receipt of the request from the petitioner's Engineering Company to table the Chula Vista hearing and discussion by the Committee, Mike Keckeisen made a motion to take no action at this time because the applicant notified Adams County at such a late date (August 4), after the hearing was noticed, letters were sent to adjacent owners, etc. and stated that the petitioner must reapply with a new fee when they feel they are prepared to follow through with the hearing. Terry James seconded the motion. All in favor. Motion carried.

Chairman Licitar closed the Public Hearing portion of the meeting.

Mike Keckeisen made a motion for a short recess. Joe Stuchlak seconded the motion. All in favor. Motion carried.

RECESS: 9.54 A.M.
RECONVENE: 10:10 A.M.

Business Portion:

Chairman Licitar asked if this meeting had been properly announced. Phil McLaughlin stated that it was.

Joanne Sumpter made a motion to approve the agenda. Terry James seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the July 1, 2009 Planning & Development meeting to the Committee for review and approval. Terry James made a motion to approve the minutes as presented. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Cathy Allen presented the Surveyor's report in his absence for the month of July to the Committee for review and approval. Terry James made a motion to approve the Surveyor's report as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Mr. McLaughlin informed the Committee that the Town of Dell Prairie is requesting a refund of the \$400.00 fee paid for a rezoning of property for an addition to a cemetery that was held on June 3, 2009. It was the consensus of the Committee that there need not be the 10% withheld as in most refunds. Mike Keckeisen made a motion to end the discussion. Terry James Seconded the motion. All in favor. Motion carried.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MONTHLY MEETING:

August 7, 2009

PAGE #3

Mike Keckeisen made a motion to refund the \$400.00 to the Town of Dell Prairie. Glenn Licitar seconded the motion. All in favor. Motion carried.

Discussion and adjustments were made to the proposed 2010 Planning & Zoning Department Budget.

Mike Keckeisen was excused at 10:54 A.M.

Department updates: Phil McLaughlin stated that Dan Hansen, the new inspector seems to be working out well.

Phil McLaughlin presented the Financial Report for the month of July and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial Report and the Comp Time Report as presented. Richard Colby seconded the motion. All in favor. Motion carried.

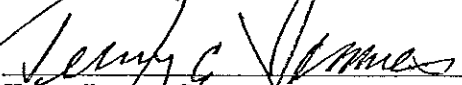
Correspondence: Mr. McLaughlin read a letter from the WCCA to the Wisconsin Natural Resources Board regarding NR115. He also read an e-mail response from Joseph Behlen, DNR regarding the LWCD dam vs. culvert situation in the Town of New Haven.


Public participation: None.

Joanne Sumpter made a motion to adjourn until September 2, 2009. Joe Stuchlak seconded the motion. All in favor. Motion carried.

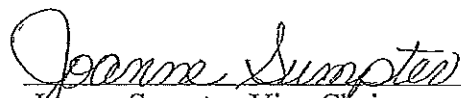
ADJOURNED: 11:18 A.M.

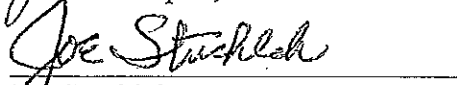

Glenn Licitar, Chair

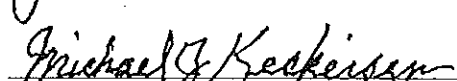

Terry James, Secretary

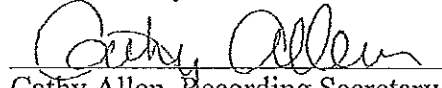

Sylvia Breene

Richard Colby


Joanne Sumpter, Vice-Chair


Joe Stuchlak


Mike Keckeisen


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

PLANNING & DEVELOPMENT COMMITTEE MEETING

DATE: August 10, 2009 TIME: 8:15 a.m. PLACE: Room A230

Present: At the time of roll call, all members except Keckeisen and Colby were present.

Call to Order: Chair Licitar called the meeting to order at 8:15 a.m.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Stuchlak and seconded by James to approve the agenda. Motion passed unanimously.

Approval of Minutes: Motion by James and seconded by Sumpter to approve the minutes from the July 6th Planning & Development Committee Meeting. Motion passed unanimously.

Colby arrived at 8:17 a.m.

Register of Deeds: Helgeson provided the committee with a written report.

Easton Update: Murphy informed the committee that the pre-bid meeting had been held and that everything was moving along on course. He made a recommendation of opening the bids at the budget meeting. He stated that he didn't know how many bids were received as they were going straight to the Clerk's office.

Wildlife Abatement and Claims Program: No Report

WDNR: No Report

NRCS: Michelle Komiskey gave a brief report

Central Wisconsin Windshed Partners: Colby shared that the meeting had been cancelled and rescheduled due to a lack of agenda items.

NCLWCA: Murphy informed the committee of the date and location for the Summer Tour.

RC&D Golden Sands: Stuchlak and James reported

USDA: Colby reported

Agricultural Concerns: No discussion occurred

Big Spring Stream Restoration: Murphy informed the committee that bids had been opened. Hintz Excavating was awarded Phase I of the project for \$38,500.00 upon the approval of Inter-Fluve. Work was to start in the upcoming weeks. Work deadline is August 31, 2009 contingent upon conditions.

Aquatic Invasive Plants: Reesa Evans shared complaints she had received regarding boat patrols not complying with the Clean Boats, Clean Waters program. She recommended creating an educational opportunity for local enforcement. James suggested sending a letter with invasive identification information to all people involved in boat patrol.

Lake Level Monitors: Things are at a standstill without the Conservation Engineering Technician position filled yet. A note is present on the county website stating that web access will be restored as soon as possible.

Shermalot Ski Team Agreement: Murphy prefaced that the team is not meeting the agreement signed in 2003. He reviewed the summary from Ayres Associates stating that it could be bad for the dam if the ski team is using it as a launch site. Murphy suggested cancelling the agreement and not allowing Arrowhead to be used as a take off point. Shermalot Ski Team President, Dave Eckert, explained how the team felt they were meeting the agreement terms. Eckert stated that the team would be more than willing to adjust their current practices to better comply with the agreement. James emphasized the concern of the well-being of the dam itself. Murphy expressed his opinion that any actions degrading the dam shouldn't occur. James suggested having Chris Goodwin with Ayres Associates assess the launch locations on the 3 dams/lakes and compromise parking areas and such to protect the dams as much as possible. Concern was raised regarding transporting invasive plants on the boat when it's not washed off. Motion by James and seconded by Colby to let the team finish their season, then organize a meeting between Ayres Associates, Murphy, Dave Eckert, Fred Nickel of the Parks Department, Rome Boat Patrol, and committee members to assess the situation in the off-season. Murphy quoted recommendation #4 from the summary done by Ayres Associates and stated that he stands behind that opinion. Murphy said he was willing to organize the meeting stated in the motion. Roll call vote: Breene – Yes, Colby – Yes, James – Yes, Licitar – Yes, Stuchlak – Yes, Sumpter – Yes. Motion passed unanimously.

Motion by James and seconded by Stuchlak to take a brief recess at 9:54 a.m. Motion passed unanimously.

Chair Licitar called the meeting back to order at 10:03 a.m.

Hammerly's Animal Waste Storage System: Hammerly reported having too much liquid in manure pit. Mark Steinfest with the NRCS is working with him on a solution. Steinfest stated that water is seeping into the pit from the water table. The pit doesn't meet NRCS standards & specifications. Steinfest recommends either adapting the pit to the standards & specifications or abandoning the pit. Murphy recommended that the County pay for the solution is the problem was caused by an engineering deficiency. Steinfest stated that unconfined manure stacks could be a temporary solution and could meet NR 151 and NRCS specifications. An investigation must occur to determine the cause of the problem.

2010 Budget: Murphy distributed the proposed budget and reviewed the highlights. The committee requested to review the budget and discuss at a special meeting.

Staff Reports: Murphy discussed his participation with the Shoreland Protection Ordinance compliance/violation issues. Murphy informed the committee that there had been six candidates

interviewed for the Conservation Engineering Technician position and have narrowed down their options.

Cost-Sharing Contracts: None

Travel & Training requests: None

Communications: Murphy reviewed the items from the committee packet. It was the consensus of the committee for LWCD to send an e-mail in favor of Senate Bill 113 to appoint a WDNR Secretary. Murphy presented the committee with letters for Senator Lassa and Representative Schneider for them to sign thanking them for their efforts with the legislative budget.

Financial Report: Motion by James and seconded by Stuchlak to approve the financial report. Motion passed unanimously.

September Items:


- Discussion and possible action on Arrowhead Dam Flow Rate (seepage)
- Report on Lake Level Monitors
- Discuss Shermalot Ski Team
- Discuss County Lake Wash Stations

Next meeting:

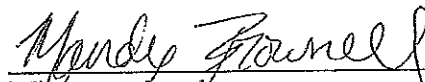
Special Meeting – Tuesday, August 18 at 4:30 p.m.

Regular Meeting – Monday, September 14 at 8:15 a.m.

Motion by James and seconded by Stuchlak to adjourn at 11:29 a.m. Motion passed unanimously.



Submitted by:
Glenn Licitar
Planning & Development Committee Chair



Minutes taken by:
Mandy Brownell
Conservation Clerk

PLANNING & DEVELOPMENT COMMITTEE MEETING

DATE: August 18, 2009 TIME: 4:30 p.m. PLACE: Room A231

Present: At the time of roll call, all members were present. Keckeisen arrived late.

Call to Order: Chair Licitar called the meeting to order at 4:30 p.m.

Was the meeting properly announced? Yes

Approve Agenda: Motion by James and seconded by Breene to approve the agenda. Motion passed unanimously.

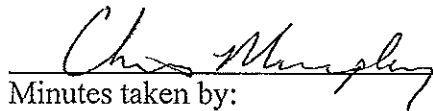
Easton Bid Dam Opening: Murphy reviewed the bid amounts. Motion by James and seconded by Stuchlak to have Ayres Associates at the next meeting for the purpose of reviewing bids & awarding bid. Also, no bid shall be awarded until next Planning & Development Committee meeting. Motion passed unanimously.

2010 LWCD Budget: Discussion occurred to reduce line item 905 (Vehicle purchase) in the Dam Maintenance account from \$20,000 to \$1,000. Motion by Keckeisen and seconded by Stuchlak to approve the LWCD and Natural Resources budget as presented & approve the Dam Maintenance budget with revision to reduce line item 905 (Vehicle purchase) from \$20,000 to \$1,000. Motion passed unanimously.

Motion by Keckeisen and seconded by Stuchlak to adjourn. Motion passed unanimously.



Submitted by:
Glenn Licitar
Planning & Development Committee Chair



Minutes taken by:
Chris Murphy
County Conservationist

PLANNING & DEVELOPMENT COMMITTEE – PUBLIC HEARING

DATE: September 1, 2009 TIME: 1:00 p.m. PLACE: Conf. Room A260

Chair Licitar called the public hearing regarding the formation of a lake district in the Town of Jackson to order at 1:00 p.m.

Members present were Sylvia Breene, Dick Colby, Mike Keckeisen, Karl Klingforth (sitting in for Terry James), Glenn Licitar, Joe Stuchlak, and Joanne Sumpter. Also present were Chris Murphy (Adams County LWCD), Nick Homan, Onufry Karch, John Kimmer, David Bourke, Reesa Evans (Adams County LWCD), Rick Walhord, John Kocisko, Gordon Froling, Jerome Sommer, Janice Sommer, Laverne Falk, Laurian Falk, Celia Johnson, and Pete Johnson.

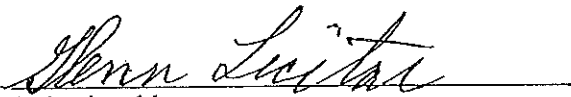
Sumpter read the notice aloud as it was distributed on August 20, 2009.

Sumpter read the correspondence received by the committee. 0 letters were in favor of the lake district, 8 letters were against it. 1 other piece of correspondence against the formation of a lake district was received, but not read aloud at the hearing.

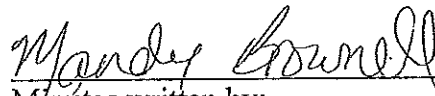
Each person present gave their testimony as to whether or not they wanted the lake district to be formed. Reesa Evans stated that the boundaries of the district were determined by the ground water that affects the lake, not just the properties that directly use the lake. As the issue of "noise" and creating a no-motor lake was raised, it was stated that a lake district would make the efforts of creating a no-motor lake easier. The committee heard testimony from 10 people for the formation of the lake district, and 4 people against.

Representatives from the Goose Lake Improvement Association informed everyone about the responsibilities and duties that the group has taken on.

As there was no further public input, Chair Licitar closed the hearing at 2:00 p.m. stating that it would be acted on at a later date. The committee determined that said later date would be the September 14, 2009 Planning & Development Committee meeting.



Submitted by:
Glenn Licitar
Planning & Development Committee Chair



Minutes written by:
Mandy Brownell
Conservation Clerk

ADAMS COUNTY
PLANNING & DEVELOPMENT COMMITTEE
MEETING MINUTES: September 2, 2009
Room A260

Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order at 9:00 A.M. with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene, Joe Stuchlak and Mike Keckeisen. Richard Colby was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, Surveyor; Jodi Helgeson, Register of Deeds; Diane England, Betty Licitar and Karen James. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call.

Mike Keckeisen made a motion to approve the agenda. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the August 7, 2009 Planning & Development meeting to the Committee for review and approval. Joanne Sumpter made a motion to approve the minutes as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.

Chris Murphy of Land & Water Department joined the meeting at 9:08 A.M.

Greg Rhinehart presented the Surveyor's report for the month of August to the Committee for review and approval. Terry James made a motion to approve the Surveyor's report as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented a proposed plat of the Town of Dell Prairie Cemetery to the Committee for review. Joanne Sumpter made a motion to recommend approval of a Resolution to accept the plat and forward that recommendation to the County Board for final action. Sylvia Breene seconded the motion. All in favor. Motion carried.

Matt Bremer, Land & Water Department joined the meeting at 9:08 A.M.

Greg Rhinehart presented the Committee with his proposed 2010 Budget and mentioned that there were no changes from last years budget. Terry James made a motion to approve the Surveyor's 2010 Budget as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Chris Murphy addressed the Committee with a request to revise the previously approved 2010 Dam Maintenance Budget. Mr. Murphy and Mr. Bremer explained that some additional monies may be needed for replacement of toe drains on the Lake Sherwood Dam. Mr. Bremer stated that he has met with Ayers Engineering Company who is checking on the reported blockages, but that a full report has not been made. Mr. Murphy would also like \$20,000 in the budget for a new or leased vehicle. Discussion followed regarding Land & Water using a refurbished truck from the Sheriff's Department. Mike Keckeisen made a motion to add \$20,000 to the Dam Budget. Joanne Sumpter seconded the motion. Discussion followed. Terry James objected to the motion to increase the budget for a vehicle purchase stating that it appears that Mr. Murphy feels that if he can't have new, he doesn't want other department's castoffs. Mr. James then asked Mr. Murphy that if he can't have a new vehicle would he still be interested in acquiring the vehicle from the Sheriff's Department if it became

MONTHLY MEETING:

September 2, 2009

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available? Mr. Murphy answered that at this time he would not. Roll Call Vote: 3 – Yes. 3 – No. (James, Licitar & Stuchlak) 1 – Excused. (Colby) Motion denied.

Joanne Sumpter made a motion that if the truck became available from the Sheriff's Department, that the Land & Water Department will take it. Motion died for lack of second. Discussion followed.

Terry James made a motion to approve the amended 2010 Dam Budget without the requested \$20,000 increase. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Chris Murphy explained the buffer restoration process through the Land & Water Department and informed the Committee that they have been averaging 4-6 per month with an approximate 12-18 total. Phil McLaughlin stated that he wanted it clear that every contact needs a permit for buffer restoration, even if choosing the no-mow plan.

Discussion was held regarding the current NR 115, proposed NR 115 and the Adams County Shoreland Protection Ordinance with regard to restrictiveness.

Mike Keckeisen made a motion to take a short recess. Joe Stuchlak seconded the motion. All in favor. Motion carried.

RECESS: 10:38 A.M.

RECONVENE: 10:54 A.M.

Jody Helgeson presented the proposed Register of Deeds 2010 Budget for review. Discussion was held. Mike Keckeisen made a motion to approve the Register of Deeds 2010 Budget as presented. Terry James seconded the motion. All in favor. Motion carried.

Ms. Helgeson stated that the office got a little behind in office activities because she was out after her knee surgery, but that the office is catching up.

Ms. Helgeson presented the proposed 2010 Land Information Budget for review. Discussion was held. Joanne Sumpter made a motion to approve the 2010 Land Information Budget as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Phil McLaughlin stated that the adjustments were made to the proposed 2010 Planning & Zoning Department Budget as the Committee requested. Terry James made a motion to approve the amended 2010 Planning & Zoning Budget. Joe Stuchlak seconded the motion. Discussion was held. It was the consensus of the Committee that the anticipated revenue amount should be changed to \$200,000. Terry James amended his motion to approve the amended budget with the change to anticipated revenue to \$200,000. All in favor. Motion carried.

Discussion was held regarding the Wisconsin Working Lands Initiative. The Committee instructed Phil McLaughlin and Chris Murphy to get more information on the Farmland Preservation Tax Credits.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MONTHLY MEETING:
September 2, 2009
PAGE #3

Mr. McLaughlin informed the Committee that the new inspector is more aggressive on violations and is working toward bringing more properties into compliance.

Mike Keckeisen was excused at 11:43 A.M.

Phil McLaughlin presented the Financial Report for the month of August and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial Report and the Comp Time Report as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Correspondence: None from the Department, but Joe Stuchlak mentioned that he received a letter from Bill Euclide, Supervisor for the Town of Adams with a response from Jeff Krueger, County Inspector noting department responses for properties in Edge of Town Acres Subdivision for which complaints have been filed.

Public participation: None.

Discussion was held regarding rearranging order of items listed on agenda and future agenda items.

Terry James made a motion to adjourn until October 7, 2009. Joe Stuchlak seconded the motion. All in favor. Motion carried.

ADJOURNED: 12: 00 P.M.

Glenn Licitar, Chair

Joanne Sumpter, Vice-Chair

Terry James, Secretary

Joe Stuchlak

Sylvia Breene

Mike Keckeisen

Richard Colby



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Property Committee Minutes
 Wednesday, August 5, 2009 8:30 a.m.
 Conf. Room A160, Courthouse
 Friendship, WI

The meeting was called to order at 8:30 a.m. by Chair Dehmlow. The meeting was properly announced.

Members present included: Chair Dehmlow, Supervisor Hartley, Supervisor Kirslenohr, Supervisor Babcock and Supervisor Kotlowski.

Motion by Supervisor Hartley second by Supervisor Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

There was no public participation.

Discuss and/or act on painting the Lion's building at the fairgrounds – Motion by Babcock seconded by Kirslenohr that the Lion's building at the fairgrounds be painted white. **Voice vote. Motion carried.**

Leave courthouse and inspect and set minimum bids on tax deeded property following in rem court proceedings – MaryAnn Bays, County Treasurer, accompanied the committee.

Committee inspected and set minimum bids on the following:

| | |
|------------|-------------|
| 14-672-20 | \$45,000.00 |
| 30-6888 | \$ 4,000.00 |
| 30-4220 | \$ 6,000.00 |
| 30-3057 | \$25,000.00 |
| 26-2474-20 | \$ 4,000.00 |
| 10-1153 | \$ 3,000.00 |
| 32-1825 | \$10,000.00 |

Committee also set minimum bid on the following without inspection:

| | |
|------------|---------------------------------|
| 12-1108-50 | \$300.00 (Adjoining land owner) |
| 26-1211 | \$ 5,000.00 |
| 201-803 | \$ 1,000.00 |

Motion by Kotlowski, seconded by Babcock to publish and advertise the above mentioned properties, with opening of bids on September 11th at 9:00 am. **Voice vote. Motion carried.**

Next meeting date will be August 10, 2009

Motion by Kotlowski, seconded by Babcock to adjourn. **Voice vote. Motion carried.**

Respectfully Submitted,

Barbara A. Petkovsek, Administrative Coordinator/Director of Finance

Minutes unofficial until approved by committee.

Property Committee Minutes
Monday, August 10, 2009 1:00 p.m.
Conf. Room A260, Courthouse
Friendship, WI

The meeting was called to order at 1:00 a.m. by Chair Dehmlow. The meeting was properly announced.

Members present included: Chair Dehmlow, Supervisor Hartley, Supervisor Kirslenlohr, and Supervisor Kotlowski. Excused: Supervisor Babcock
Others present: Jane Grabarski, Tracy Hamman, Ron Chamberlain, Barbara Petkovsek

Motion by Supervisor Kirslenlohr seconded by Supervisor Hartley to approve the July 15, 2009 minutes. Unanimous voice vote. Motion carried

Motion by Supervisor Kotlowski second by Supervisor Hartley to approve the agenda. Motion carried by unanimous voice vote.

There was no public participation.

Discuss/view possible site locations/act on possible building for Emergency Management trailers – Committee left courthouse and viewed property at fairgrounds, highway property on Hwy 21 and property in the Village of Friendship (parking lot across from the old highway building). *

View property located on the northeast corner from the courthouse/jail – Committee viewed this property as it is currently on the market – LaVonne Scott with Scottie Realty showed the property. Based on the Ayres long range planning report, committee viewed this property to see if it may fit into long range plans. **Motion** by Kotlowski seconded by Hartley to have Scottie Realty hold an open house of the property from 4-6 p.m. on September 22nd (prior to the county board meeting) for board members to view the property. Unanimous voice vote. Motion carried.

Discuss and/or act on process for long term planning for county facilities and infrastructure – Petkovsek distributed the recommendations from Ayres and requested the committee to prioritize the recommendations and return them to the Administrative Coordinators office. This prioritization will be used for the Board to do some long range planning.

Reconsider, discuss and/or act on extension of listing contract with Scottie Realty- Motion by Kotlowski seconded by Kirslenlohr to reconsider extension of listing contract with Scottie Realty. Unanimous voice vote. Motion carried. Motion by Kotlowski seconded by Hartley to table extending the listing contract with Scottie Realty. Unanimous voice vote. Motion carried.

Airport report – grant award – Mike Scott updated the committee on the grant award that is part of the airport improvement program. The county sponsorship of the grant is less than \$9000 and is budgeted. The grant award was \$340,196.

Discuss and/or act on airport report and 2010 airport budget – Mike Scott presented the airport budget. Motion by Hartley seconded by Kirslenlohr to forward the airport budget to Finance Committee pending airport committee approval. Unanimous voice vote. Motion carried.

Discuss and/or act on 2010 fairgrounds budget – Motion by Hartley seconded by Kirslenlohr to postpone until the September meeting. Unanimous voice vote. Motion carried.

Review 2010 maintenance budget – Committee reviewed the 2010 courthouse/maintenance budget. Motion by Kirslenlohr seconded by Kotlowski to forward budget to Finance Committee. Unanimous voice vote. Motion carried.

Discuss and/or act on bidding and/or extending contracts for janitorial services/snow removal services – Motion by Hartley seconded by Kotlowski to postpone to the September agenda. Unanimous voice vote. Motion carried.

Update on tobacco signage – Signage will be limited to the amount of dollars in the Tobacco budget.

Update on sign for community center – Money is being placed in the 2010 budget for a sign at the community center.

Update on maintenance items – Tracy Hamman – Tracy reported that the fascia project at the community center is completed. He also reported that the downspout project on the courthouse is completed.

***MOTION** by Kirslenlohr seconded by Hartley to pursue a variance with the Village of Friendship for consideration of a building for Emergency Management trailers and if the variance is not successful that to give consideration for a building to be placed at the fairgrounds. Unanimous voice vote. Motion carried.

Next meeting set for September 11th at 9:00 a.m.

Motion by Kotlowski seconded by Hartley to adjourn at 5:00 p.m.

Respectfully Submitted,

Barbara A. Petkovsek, Administrative Coordinator/Director of Finance

Minutes unofficial until approved by committee.

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MINUTES OF MEETING**PUBLIC SAFETY & JUDICIARY COMMITTEE**

Adams County Courthouse, 400 Main Street, Friendship, WI 53934

DATE: July 8, 2009**TIME: 9:00 a.m.****PLACE: Conference Room A260**

COUNTY BOARD MEMBERS PRESENT: Al Sebastiani
 Florence Johnson
 Cynthia Loken
 Terry James
 Jerry Kotlowski

OTHERS PRESENT: Chief David July, Sheriff's Department
 Sandra Green, Sheriff's Dept.
 Deb Barnes, Child Support Director
 Dee Helmrick, Clerk of Court
 Terry Scheel, Coroner
 Jane Grabarski, Emergency Management
 Terry Reynolds-Warner, Register In Probate
 Joanne Sumpter, County Board Supervisor
 Representatives of Consolidated Food Mgmt. Co.

1. Call to Order: 9:00 a.m.
2. Was the meeting properly announced? YES
3. Roll call – Sebastiani, James, Loken, Johnson, Kotlowski
4. Approve the Agenda – Motion by Kotlowski/James. MC/UN.
5. Approve minutes of prior meeting 6/10/09. Motion by James/Loken. MC/UN

Coroner – Terry Scheel

1. Coroner's Report, Vouchers – Vouchers Submitted.
2. Approve Conference/Training Requests – Training in Stevens Point by the Organ and Tissue Procurement Facility. This is free. Jennifer Engels will be attending.
3. There were 13 deaths in June. One was sent for autopsy to determine whether a previous bullet/wound was the reason for death.

***Family Court Commissioner- Dennis McFarlin – Not Present**

1. Approve Conference/Training Requests

Child Support – Deb Barnes

1. Review Performance Measures for June 2009
2. Review Check Summary - Check summary was handed out.
3. Discuss Office Activities

Case load continues to climb. Court order rates have declined by 1% which is most likely due to the increase in caseload. This is the highest case load there has ever been. There are currently 1,115 cases. We are assisting individuals who have lost their jobs through no fault of their own/laid off with review and adjust. We are trying to expedite these cases as much as possible. Angela, the new secretary will attend training September. She is doing a good job. Deb will be on vacation next week and one week in August. Deb had a conference call on the American Recovery Act Funding. On the Federal level it looks good. However, they've attached a lot of strings to it regarding not supplanting the County Levy. The agency has to spend \$64,000 or 90% of what appears to be Levy before she can request the performance money from the

Federal Government. They consider the 66% reimbursement for Indirect Costs, Cooperative Agreements and the percentage that is received for collecting birthing expenses as Levy money. P91

Clerk of Circuit Court – Dee Helmrick

1. Summary Report of Expense Vouchers submitted for payment – Summary handed out. Some questions regarding expenses were asked by the Committee.
2. Approve conference/training – None.
3. Discuss General Operations of Department – They have a person coming into the office to do scanning for them. It is working out well. There are no tax dollars or expenses associated with this service. She is currently scanning 2005 misdemeanors. After scanning, they will determine if file needs to be retained. If not, the file will be sent for shredding. She hopes to have at least two years (16 boxes) of misdemeanors off the shelf once the scanning is complete.
4. Community Service Coordinator's Monthly report. Discussed the ramifications of a person not being able to complete their community service. It was indicated if they are not showing an effort to comply they are put back on the payment plan or referred back to their prosecuting agency.

Register in Probate – Terry Reynolds Warner

1. Approve Conference/Training Requests, Vouchers – Voucher summary handed out.
2. Probate fees are down a little. People are avoiding probate as much as possible. Talked about budget issues and projected problems. The order for the new Video Conferencing has been placed and anticipates installation during last two weeks in August.

*District Attorney's Office - Janis Cada

1. Monthly expenditures report
2. Approval for conferences/training, if any

Emergency Management – Jane Grabarski

1. Communication System Upgrade – Report(s) to committee on the project by person(s) who have information on the project and the committee will recognize for input, Review and authorize change orders, Discuss and take action as needed to facilitate project operations.
The FOTH COMMUNICATIONS System project is ongoing. The next three towers should be up by the end of this month or early August. This will bring us to six of the seven towers. There are issues with the tower site in Jackson. It's not a sound tower the way it's instructed. A lot of work needs to be done to strengthen this tower or it may need to be replaced. They are investigating other possible towers. They would like to remain with U.S. Cellular and are working on this with Communications Service.
2. Countywide Level B Hazmat Team – Report to committee on Juneau County Hazmat contracted service implementation, Discuss and take action as needed. Six people have made application to the team – need seven in order to execute the contract. They are hoping this will be accomplished by September. If no contract is in place by September, they will lose the equipment grant and that money will revert to another county that needs it. They want a total of seven individuals from Adams County who want to be a part of this team.
3. ARES/RACES tower on Friendship Mound. Report to committee on status, Discuss and take action as needed. This is still an ongoing approval process. They are hitting a few stone walls because of the height of the tower. They want it to be 80 feet. This exceeds the county ordinance. The FAA has made a determination the 80 feet height would be a hazard to air traffic.
4. Grant status reports -
 - a. CDBG-EAP (2008 flooding repairs) - The report was submitted to the committee. There are seven projects currently being worked on. This is a \$198,000 grant. This will be an ongoing process.
 - b. All Hazards Mitigation Plan update – A rough draft was created and is almost complete. This needs to go to a public hearing. This hearing has been set for 8:30 in Conference Room A260 on August 12, 2009.

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This will give the public a chance to review the plan and offer suggestions or comments before it goes to the County Board for approval and then onto the State of WI.

- c. EMGP (Emergency Management Planning Grant) – first half payment of \$14,142 was received. This is awarded twice per year. They are well on track for the second half of the year.

5. Office Activity

a. Storage of trailers – report of Property committee meeting – Talked with the Property Committee concerning storage issues. They were agreeable this should be a priority to construct a building to get these items under cover and in a controlled environment. The Committee asked EMG to explore other issues such as swapping storage areas in the Courthouse with other items that could be stored inside/outside. They will wait for Ayres to study the project and offer input since this will be a sizeable amount of money to build. Approximate cost is unknown at this time.

b. DeCon exercise training with two fire departments - Attended exercise training for decontamination which included hands on and classroom sessions. It was a very good experience. They will perform this exercise with Adams County at the end of this month. The scenario will be a chemical spill. The Fire Departments will respond and evaluate the situation. The victims will be transported to the nearest medical facility.

6. Approve conferences/training, if any - None.

7. Vouchers/Purchase orders, review of Jun- Voucher summary handed out.

Sheriff's Department – Sheriff Renner/Chief July

Sheriff Renner – Communications

- 1. Animal Shelter/Animal Control Officer Report
- 2. Approve Conference/Training
Reports were given to the Committee.

Chief Deputy, July

- 1. Permission requested from board to sell the department's 1985 Lund to the Town of Big Flats. Need more information on boat, i.e. make/model/year/engine/motor-HP/, etc. It was agreed by all this agenda item should be submitted to the Property Committee for approval on the issue selling the 1985 Lund boat to the Town of Big Flats for \$1. Motion by Johnson/James. MC/UN. No other discussion held.
- 2. Opening of sealed bids for the Adams County Huber Jail Shower Resurfacing project. One bid was received. An e-mail was sent to Sheriff Renner with the bid attached from the company in advance of the sealed bid coming in the mail. This does not meet the criteria laid out for the bid process. Therefore a vote was taken and all were in favor of having the project rebid for the Huber Jail Shower Resurfacing Project. Motion by James/Kotlowski. MC/UN.
- 3. Discuss damage at airport storage. There was damage to the storage facility across from the airport. This has happened several times. Damage to the vehicle was around \$2,000. Insurance papers have been submitted. This was brought up to let the committee know of the damage and alert them of a potential storage issue which will need to be addressed in the future.
- 4. Update on Wright Express. Chief July has received all of the cards for purchase of gas. There will be one card for each vehicle. Each employee will have a pin number assigned to them to use the card. Chief July will make sure the system works properly by testing them out at a few different gas stations prior to putting the new procedure into motion by all employees. There will also need to be a directive put out on the proper use of the cards. We should have this up and running by the beginning of August.
- 5. Request from CBM Food Service to reopen bidding on Adams County Jail Food Service Operations. Chief July expressed on behalf of Sheriff Renner they are happy and satisfied with their current food vendor for the jail. An e-mail was received from a representative from CBM Food Service indicating he would like to see the bid process reopen. It was confirmed the current contract with Consolidated Mgmt. goes through November 2011. The food service contract and bidding process was discussed with Corp Counsel. It was agreed the bid process would not reopen until November 2011 which states in the current contract.

Corp Counsel suggested the Sheriff's Department send a letter to CBM Food Service indicating our decision. Motion by Loken/Kotlowski to ignore correspondence from CBM Food Service and remain with current food service until November 2011. MC/UN.

6. Voucher summary reviewed. Questions from the committee regarding a few issues.
7. Captain Beckman will no longer be attending these meetings. An explanation was given by the Chief and if any questions cannot be addressed by the Chief or Sheriff, Captain Beckman will be paged to answer the question. Question was raised regarding the Jail Inmate Safe Keeper Report by the committee. This was explained by Captain Beckman in detail. An agreement was made in the future small notations would be made on the other invoices to indicate reason not being charged for services.
8. Pod/Jail air conditioning system was installed and working fine. The alarms for the freezer are being checked into through Adams County Electric Cooperative. The food service vendor is waiting on a call back.
9. Jail inspection was held on July 7, 2009. It went very well. The inspector indicated a need for training in administration of medication for all employees. Everything noted in last year's inspection was taken care of.
10. Monroe County Safe Keepers – Monroe County will not lock into a written contract for 2010. They are in the process of breaking ground for a new building and will no longer need to send out prisoners.

No closed session was held. Committee will convene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss personnel matters. Committee will then reconvene in open session per Wis Stat 19.85(2) to consider and vote on appropriate matters.

Next meeting date set for August 12, at 9:00 am in Conference Room A260.

Motion by Johnson/Kotlowski to adjourn at 10:39 am. MC/UN

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi

*=no response

Final Minutes – July 17, 2009

Public Hearing for Adams County All Hazards Mitigation Plan Update

August 12, 2009

Adams County Courthouse

Room A260

Present: Members of the Public Safety & Judiciary Committee—Al Sebastiani (Chair), Jerry Kotlowski, Terry James and Cindy Loken. Also Jane Grabarski, Adams County Emergency Management Director and Darryl Landeau, Senior Planner at North Central Wisconsin Regional Planning Commission

Al Sebastiani called the Hearing to order at 8:30 am.

Darryl Landeau presented an overview of the updated five-year plan for Adams County and provided copies of such to those present.

Chair Sebastiani asked three times for public input (no public present).

Motion by Kotlowski/James to approve the resolution concerning the Plan and send it to the County Board. Motion carried.

Motion by Kotlowski/James to close the Public Hearing at 8:50 am.

Minutes taken by
Cindy Loken

MINUTES OF MEETING

PUBLIC SAFETY & JUDICIARY COMMITTEE

Adams County Courthouse, 400 Main Street, Friendship, WI 53934

DATE: August 12, 2009

TIME: 9:00 a.m.

PLACE: Conference Room A260

COUNTY BOARD MEMBERS PRESENT: Al Sebastiani
Florence Johnson
Cynthia Loken
Terry James
Jerry Kotlowski

OTHERS PRESENT: David July, Sheriff's Department
Sandra Green, Sheriff's Dept.
Deb Barnes, Child Support Director
Dee Helmrick, Clerk of Court
Terry Scheel, Coroner
Jane Grabarski, Emergency Management
Terry Reynolds-Warner, Register In Probate
Dennis McFarlin, Family Court Commissioner
Janis Cada, District Attorney's Office

1. Call to Order at 9:00 am.
2. Was the meeting properly announced? Yes.
3. Roll call – Sebastiani, James, Loken, Johnson, Kotlowski
4. Approve the Agenda – Motion by James to have a discussion regarding lost firearms and ammunition by Sheriff's office. **Motions by James/Kotlowski. MC/UN.**
5. Approve minutes of prior meeting. **Motions by Loken/Johnson. MC/UN.**

Coroner – Terry Scheel

1. Coroner's Report – There were 15 deaths in the county. Two were sent for autopsies which consisted of one adult and one infant. The Sheriff's Dept. requested the autopsy on the adult. No negative findings were found in the autopsy of the infant. Toxicology results are pending right now but he feels they will come back negative. This death was most likely the result of natural causes. The Wood County coroner had some personal time off so Adams County was asked to cover his area for that time period. The Deputy Coroner has reassigned accepting another position. The key has been turned in. A person happened to see a black garbage bag with bones in it. They called the Sheriff's Dept. and the LT. requested bone identification to be done. They were later identified as animal bones.
2. Approve Conference/Training Requests. None.

Family Court Commissioner- Dennis McFarlin

1. Approve Conference/Training Requests – None. Discussed and acted on proposed 2010 budget. **Motion to approve Family Court Commissioner's 2010 proposed budget by Loken/Johnson. MC/UN.**

Child Support – Deb Barnes

1. Review performance measures for July 2009 – They dropped a bit in court order rates which are due to an increase in cases. They are doing well with collections.
2. Review check summary – check summary was placed in their mailboxes. Questions were asked by the committee and explained by Ms. Barnes.
3. Review/Discuss/Approve CSA 2010 Budget – Revenues still exceed expenses, which is good. Due to increase in caseload the amount of hours contracted with Attorney Wood will be close. They are working on means to improve efficiency. Deb met with Liz regarding ARRA Funding available. She will be able to access those funds for special projects. They would like to purchase misc. items such as a shredder, desk chairs, etc. May

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be able to use some of this funding to offset wages. There were questions from the committee regarding conventions and conference fees such as who was going, where they were and how much. Deb explained this conference was in the fall and it was extremely important they attend. Deb and the two Child Support Specialists will be attending. Approximately 66% of the cost is reimbursable by the State as well as ARRA funding to make up the 34% difference. Deb was able to reduce OT and on call pay. Operating expenses are minimal when you look at the big picture. **Motion to approve Child Support Agency 2010 Budget by Johnson/James. MC/UN.**

Clerk of Circuit Court – Dee Helmrick

1. Summary report of expense vouchers submitted for payment.
2. Approve conference/training. None.
3. Discuss general operations of the department.
 - a. Community Service Coordinator's monthly report – spent a lot of time at County Fairgrounds. The question was asked if individuals could be used for cutting along roads. Dee explained how this scenario would work. Explanation of "Good Time" seen on report was also explained in detail.
 - b. 2010 Budget. Discussion was held regarding the Clerk of Circuit Court proposed 2010 budget. There was some concern from Dee regarding conferences as she was nominated "Association Treasurer" and was encouraged to do it. This will require more traveling and time on her part attending Executive Meetings. Revenues may look better than what was presented today after Finance runs new documents in Skyward. Questions were asked regarding passports. Passports can be obtained at the Clerk of Circuit Court for a fee. **Motion to approve the Clerk of Circuit Court 2010 proposed budget by Loken/Johnson. MC/UN.**

Register in Probate – Terry Reynolds Warner

1. Review and approval of proposed budget. They increased their legal's line because in the past it has always been reduced, thereby going in the red each year. She explains there is no control on what is paid to Attorney's, etc. They also increased the Juvenile budget line. They tried hard to recoup monies for reimbursements to guardians and continue to collect other owed revenues. There was discussion by Terry regarding increases and decreases in budget lines. She explained shortfalls in the current budget as well. Approve Conference/Training Requests, Vouchers. **Motion to approve the Register in Probate 2010 proposed budget by James/Loken. MC/UN.**
2. Review of July expenditure/revenue report.
3. Approval for attendance of WI Register in Probate conference, September 16-18, 2009 in Wausau and attendance for a speaking engagement September 22, 2009 in Stevens Point, WI (6th District's Public Library Initiative). Approved – no motion.
4. Approval for attendance at a seminar in WI Dells on September 17, 2009 on "Stop the Revolving Door; Evidence-based response to Alcohol and Drug Use". Approved – no motion. Board explained motions to approve are not needed for training and conferences.
5. Update of video conferencing. Move of sound system by "Celestial Sound" and install of DAR system is progressing. Equipment will be here on Thursday or Friday. The "Kick off Call" is at 2:00 pm to start everything. Installation will take ten days to two weeks to complete. The transport company has contacted the County in regard to getting the equipment into the building.

District Attorney's Office - Janis Cada

1. Monthly expenditures report. No questions or comments.
2. 2010 District Attorney Budget. 2010 budget was presented to the committee. There are no new position requests. The OT budget was cut by \$5,000. The LTE position was eliminated. They are up to full staff as of January. Postage, printing and copy machine lines were increased. Overall, the budget is still less than 2009. Once a Skyward report is generated, all numbers will be correct. Budget is approximately 94% wages and benefits. Continued to discuss various items regarding the budget.
3. The new Legal Secretary has completed her six month probationary period and is doing well. **Motion to approve the District Attorney's 2010 proposed budget by Loken/Kotlowski. MC/UN.**

Emergency Management – Jane Grabarski

1. Communication System Upgrade. Report(s) to committee on the project by person(s) who have information on the project and the committee will recognize for input, review and authorize change orders. Discuss and take action as needed to facilitate project operations. The report is included in the committee packet. Project is anticipated to be complete in November or early December 2009. Obtaining the contract w/US Cellular out to Jackson County site is executed now, but this delayed the project. The project is moving along however, but not at the rate they had hoped. The county is still operating with the three tower system. This project will likely require a change order to extend the completion date.
2. Countywide Level B Hazmat Team. Report to committee on Juneau County Hazmat contracted service implementation. Discuss and take action as needed. Jane had a short written report from Juneau County. They are still waiting to add one additional participant to the team to make a total of seven. The project was proposed as \$8,000 to begin. Then they wanted an open ended contract and Corp Counsel said no. This is still requiring further discussion to finalize. They need to have a contract executed by September 30, 2009 or they must turn the money back in.
3. ARES/RACES tower on Friendship Mound. Report to committee on status. Discuss and take action as needed. This is going to the Board of Adjustment for a variance. Wanted tower higher than what is allowed.
4. Grant Status Reports:
 - a. CDBG-EAP (2008 flooding repairs). Jane updated the committee on the status of this grant. They had to completely replace the foundation of this home. They received \$28,000 from FEMA and they are very grateful for this program.
 - b. All Hazards Mitigation Plan Update. Discuss and take action as needed. The hearing was early this morning. **Motion to approve this going to the County Board for Resolution by Loken/James. MC/UN.**
 - c. EPCRA 1st half payment of \$2,848 was received. This is based on the number of plans, populations of the county and is a set figure. Once the paperwork is turned in, the second payment will be received.
 - d. 2010 proposed budget. Discuss and take action as needed. They will not be carrying forward the 1.5M from the Communications System. They discussed the budget in regard to expenses, revenues, conferences and positions. Regional meetings are mandated so they will be attending those. There is an increase in the contracted services line due to U.S. Cellular. Grants cover approximately 60% of salaries. **Motion to approve the Emergency Management 2010 proposed budget by Loken/James. MC/UN.**
5. Office Activity.
 - a. Response trailers storage status report. Met with property on Monday. They looked at three sites that could potentially be a site for a building to accommodate response trailers. First site is the Highway lots by the Old Highway Garage. Second is at the Fairgrounds by the west end toward the Old Farmer's building. Could be a multi-use building there. Third is at the Solid Waste facility which was looked at but has some water issues. They will be bringing this information to the County Board for resolution.
 - b. EPCRA exercise. This was a very good exercise. Lt. Tully, Ms. Grabaraski, an incident commander from New Chester and Quincy, and a few others attended. The scenario was a chemical vehicle crashed into a mini-van with multiple injuries. They staged this at the elementary school. The Chief of the Hazmat team from Dane County attended and performed two training sessions with them. He showed them how to completely decontaminate individuals before placing them in an ambulance as well as decontaminating the firefighters.
 - c. Adams County Fair Booth. Emergency Mgmt. will have a booth once again this year. They will be working with public health to have pandemic awareness materials available.
 - d. LEPC meeting report, take action as needed. With the change at WDKM radio, the LAPC is recommending that people forward her name, Isolina Jackson, WDKM station manager, media representative. Motion is to request her appointment to the Local Emergency Management Committee (LEPC) by Adams County Board of Supervisors. Motion by Kotlowski/Sebastiani . MC/UN.

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David July, Sheriff's DepartmentCommunications

1. Animal Shelter/Animal Control Officer Report. The Sheriff's Department hired two people for the Humane Officer positions. They started training with Ed Baron. They will rotate every two weeks with full use of a department vehicle. Everything is going well. They will both be attending Certification training in October. Chief July wanted to remind the committee they gave the Department the go ahead to hire these two individuals. We anticipate Ed Baron no longer being involved in this program by the end of October. At some time in the future, the Department would like to revisit this program to make it a better fit for the Humane Society and the Sheriff's Department. The Department would also like to clear up definitions of an "emergency" when it comes to response to calls.
2. Approve Conference/Training. None.
3. The Department would like to schedule a PS&J meeting prior to the County Board Meeting on August 18th, 2009 in the County Board Room to review, discuss and take action as necessary on the bid for the Jail Shower Resurfacing Project.
4. 2010 Budget. Discuss and take action as needed. The budget was presented to the committee. The committee asked a number of questions regarding increases as well as decreases in account lines. These questions were all answered by the Chief and Fiscal Manager Sandra Green. Discussion was held regarding on call and over time, electronic monitoring, other jail fees, leasing of squads, and the truck to be purchased for the Recreation Officer from the revenue account(s). The committee went through the budget page by page and approved the budget. Motion to approve the Sheriff's Department 2010 proposed budget by James/Kotlowski. MC/UN.
5. Update on Revenue worksheet. Explained the updated Revenue worksheet from Liz in Finance. This was due to the Project Lifesaver and K9 account lines having to be at \$0 for 2010. They should start at \$0 every year. This will most likely change some of our figures.
6. Click It or Ticket Grant. We were selected and awarded \$4,000 to purchase approved equipment. Equipment purchased by Chief July will be one light bar and 30 collapsible orange cones.
7. Status of COPS Hiring Recovery Grant Program. The grant was not accepted.
8. Update on Wright Express Fleet Fuel Card Program. The cards were received and have been disseminated to each employee. Each employee has their own ID# and each vehicle has a fleet card placed in it. Each employee was given instructions on how to use the system. So far, there have been no problems.
9. Update on transfer of Lund boat to Big Flats. They met with the Town Chairman and will be transferring ownership of the boat with some conditions by the committee. They are not sure about the \$1 purchase price. They will run this through their own committee. When purchased, this boat must be used for Mutual Aid for all county entities.
10. Update on firearms missing from the Sheriff's Department.

The committee asked to have one item added for discussion for the next meeting. Discuss information received from two medical examiners in two counties and discussion of medical examiner vs. coroner.

***Special meeting** is scheduled for August 18, 2009 at 5:45 pm in the County Board Room to review, discuss and take action as necessary on the bid for the Jail Shower Resurfacing Project.

Next regular monthly meeting is scheduled for September 9, 2009 at 9:00 am in Conference Room A260.

Motion to adjourn by Loken/James MC/UN. Meeting ended at 1:00 p.m.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
 Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter/Cada

MINUTES OF MEETING**PUBLIC SAFETY & JUDICIARY COMMITTEE**

Adams County Courthouse, 400 Main Street, Friendship, WI 53934

DATE: August 18, 2009

TIME: 5:45 a.m.

PLACE: County Board Room

COUNTY BOARD MEMBERS PRESENT: Al Sebastiani
Florence Johnson
Cynthia Loken
Terry James
Jerry Kotlowski

OTHERS PRESENT: Chief David July
Sheriff Darrel Renner

1. Call to Order: 5:45pm.
2. Was the meeting properly announced? Yes
3. Roll call – Sebastiani, James, Loken, Johnson, Kotlowski
4. Approve the Agenda –MC/UN.

Sheriff's Department

1. Discuss and act on bid received to resurface four (4) Huber Dorm showers. Motion to accept the bid from Prime Coat for the work on the Huber jail showers with approval for the optional flooring work if needed for a total project cost of \$24,669.23. Motion by Loken/Kotlowski. MC/UN.

Motion by Loken/James to Adjourn. MC/UN

Meeting adjourned at 5:52 p.m.

Next meeting September 9, 2009 at 9:00 a.m. in Conference Room A260.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter

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Public Safety & Judiciary Committee
 Wednesday, September 9, 2009
 9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting was called at 9:00 a.m.
2. Was the meeting properly announced? Yes
3. Roll Call. James, Sebastiani, Loken, Johnson, Kotlowski. Also present, Sandra Green, Chief July, Sheriff Renner, Deb Barnes, Jane Grabarski, Dee Helmrick, Dennis McFarlin, and Terry Scheel.
4. Approve the Agenda. James/Kotlowski MC/UN.
5. Approve minutes of prior meeting. Sebastiani/Johnson MC/UN.
6. Public participation (*If requested by the Committee Chair*).
7. Correspondence. None.
8. Committee Agenda Request: Discuss information received from two medical examiners in two counties and discussion of medical examiner vs. coroner. Advantages of switching from a coroner to medical examiner. Need to decide by June 1, 2010 as this decision needs to be made before the next 4 year term starts. The trend is going to a medical examiner within counties which can be shared between other counties such as Columbia County. We learned it would not save us money but cost more, however, the advantage is more substantial information from a medical examiner than from a coroner. We would budget for a Medical Examiner position for 2012 which we would be the first year of the new Coroner's term. Angela Hinze, the Columbia County Medical Examiner would be the contact regarding this. Chief July volunteered to contact Ms. Hinze to see if she would attend our next PS&J meeting in October for a presentation.
9. Coroner – Terry Scheel. Coroner had 13 deaths last month. No upcoming training. The 2010 budget is complete. It is identical to the 2009 budget. Budget was presented to the committee. Motion to approve the Coroner's budget Loken/Kotlowski. MC/UN.
10. Family Court Commissioner – Dennis McFarlin. Summary of expenses and revenues. Perfectly on budget for this time of year. Nothing more to report.
11. Child Support – Deb Barnes
 - Review Performance Measures for August 2009. Placed in mailbox. No questions. Case initiation is opening more cases than they are closing. Numbers are not going down at all. Expects the trend to continue for a while.
 - Review Check Summary. Reviewed.
 - Review/Discuss/Approve CSA 2010 Budget if necessary. Nothing to discuss.
 - Discuss/Approve Attendance for 2009 WCSEA Fall Conference. Attending with Janet and Tory. Talked about the topics that will be discussed at the meeting. Angela the secretary will cover the office while they are gone and they will check in with the office a couple of times per day. Expenses are covered in budget. There will be many very important discussions taking place at the conference this is why it is so important all of them attend.
 - Discuss CCR Team Walk-A-Mile Event. Coordinated Committee Response Team (CCR). This event is involved in assisting people in the community accessing the resources they need. Last year the walk-a-mile event raised awareness. The homecoming parade is Friday, October 9th. They will purchase the shoes (bright red high heels) and T-shirts as well. Ten gentlemen have agreed to do this so far and three are new this year. Had an excellent perception last year. This group is an extension to make the community more aware if what is available. Hopefully designate a safe place within the community at some time in the near future.
 - Discuss Office Activities. Business as usual.

12. Clerk of Circuit Court – Dee Helmrick

- Summary Report of Expense Vouchers submitted for payment. No discussion.
- Approve conference/training, if any. Fall Conference in October for 2.5 days held in Sheboygan. She is registered for this and is in the budget.
- Discuss General Operations of Department. Video conferencing is up and running smoothly. There is a small sound issue with the local jail. When installers return they will adjust this. If court reporter is absent, they can still go without a court reporter if absolutely needed (emergency purposes) using a recordable CD.
- Community Service Coordinator's Monthly report. Business as usual. Nothing to report. If there are questions by this committee please let Dee know in advance so the representative can answer them directly so there is no misunderstanding.
- Proposed 2010 budget changes. There are some small changes to the budget previously submitted. Also changed the revenue line regarding State Aid Circuit Court (+\$500). Increased the expense of Law Library by (+\$250) for books, pamphlets and updates the court will need. The online law library is accessible to anyone and needs a password to get in. Adjustments by insurance, additional monies by revenue and minor increase in expenses she is asking less today than the original budget submitted one month ago.
- Courtroom adjustments. Video conferencing being placed with additional equipment. The Clerk's bench is reduced a lot. She asked someone from Dean's Cabinets for an estimate on a reconstruction to make it larger. She'd like to use monies (if any) left from the Video Conferencing equipment budget. She invites to anyone to come and take a look to make recommendations. This does not need to go to Property Committee.

13. Register in Probate – Terry Reynolds Warner – Absent.

14. District Attorney – Janis Cada – Absent.

- Monthly expenditures report

15. Emergency Management – Jane Grabarski.

- Communication System Upgrade – Report(s) on the project by person(s) who have information on the project and the committee will recognize for input. Review and authorize change orders. Discuss and take action as needed to facilitate project operations. Report is in the committee packet. Right now it is very quiet. Ongoing situation is the Jackson US Cellular tower. The shelter has been ordered. Waiting to be completed by year end. Leasing of space for our towers will have to be discussed with Communications Services to see if there is a capability for that. That would be a great way to bring in some additional revenues.
- Countywide Level B Hazmat Team – Report on Juneau County Hazmat contracted service implementation, Discuss and take action as needed. Met with Corp Counsel last Friday. A letter went out to Juneau County Corp Counsel. Sent an agreement and waiting for a response which is due Friday, September 11th. Need a contract signed by deadline of September 30th in order to be able to use the \$10,000 grant. They have up to 11 from Adams County who applied to be on the team.
- ARES/RACES (amateur radio use) tower on Friendship Mound report. They went before the board of adjustment as they had not followed all the steps. Will be on the airport agenda to get a written response to get approval to be on the Friendship Mound. The Friendship mound tower site was determined to not be a hazard to aeronautical traffic by FAA.
- Grant status reports.
 - a. Community Development Block Grant-Emergency Assistance Program (CDBG-EAP) for 2008 flooding repairs. Summary of the project was given to the committee. The project is going well with a few large projects included. A lot of them are foundation issues relating to the flooding last year. These individuals have been helped greatly by this grant.
 - b. All Hazard Mitigation Plan payment. This was approved by the County Board at July's meeting. We've received \$20,000 in payment as reimbursement for what they have paid to North Central Regional. One more payment is due. This was a \$40,000 total package. No additional monies coming out. This is currently at City and Village for Resolutions.

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c. 2010 Program of Work grant. The completed 2010 POW form was shared with committee. This was a negotiated item with Wisconsin Emergency Management. She talked about what work will be done in first and second half of year. When complete, she submits supporting paperwork to them. They will then pay ½ of grant. Total grant is \$28,284.

- Office Activity

- a. Response trailers – storage status report. The variance has been requested of Village of Friendship to put up a building by the highway garage. Talked to ACEC to see if they have space. They do not. Will be meeting with the Command Staff at the Sheriff's Department on Friday to go through the trailers and obtain training.
- b. Tactical Interoperable Communications Plan – pilot project. Has been selected as one of four counties in the state on communications. Normal portable radios – mark repeaters. Develop a prewritten plan to respond to a situation to know which channel to immediately turn to. This will be an excellent free service. October 15th and 16th is the training.

16. Approve conferences/training, if any. None. She has a vacation planned for November 30th through December 8th, 2009.

17. Vouchers/Purchase orders, review of August. Submitted.

18. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications

The Sheriff worked the White Creek Lions Picnic. Attended many events this summer. The Sheriff had opportunity to be approached by the citizens. Had many compliments on the direction we are going. What is getting into the media is good and the public has a lot of information on what we are accomplishing in the department.

Ed Baron Retirement: Sheriff received a letter of resignation from Ed Baron. Sheriff read the letter as submitted. Ed Baron was presented with a plaque for 18 years of service with Adams County Sheriff's Department. The local paper also did an interview with Ed on his employment.

- Animal Shelter/Animal Control Officer Report. Submitted.
- Approve Conference/Training. Submitted.

Chief July

- Televisions for the Jail Pods. Discussion and action. One television on its way out. We will need to replace these TV's with flat screen televisions. Watching TV is the only activity inmates have outside of eating and sleeping. Asking to be allowed to go in the direction of Flat Screens. Easier to mount and take up less space. Motion to approve purchase of new televisions in the jail as needed. James/Kotlowski. MC/UN.
- Flooding issues in Jail laundry. Discussion and action. Because of an overload of detergent, the drain trap is faulty and will need to be replaced. This is caused only when washing the mop heads. A suggestion was mentioned to send the mop heads out to be cleaned and was decided this was not feasible. Other suggestions were mentioned as well. Chief July will bring this back to Captain Beckman to discuss at length the problems and issues and how they can be resolved without installing new drains. Is there a manual detergent feed on these that can be turned off? Sheriff and Chief will look into this. They will also talk to ECOLAB regarding this. Possibly bring in Tracy from Maintenance and Captain Beckman. This will be revisited at a later date.
- Jail Cameras - Discussion. These are also failing on a regular basis along with the monitoring boards. The age of the cameras and because they are in operation 24 hours a day. This will be a reoccurring cost.
- Swanson Contract. Discussion and action. Contract is negotiated. Reduced the term of the contract from a five year to a three year and will not renew without the approval of the Sheriff's Department. The contract awaiting signature will include two Kiosks. Will be able to place Commissary orders along with many other things. Motion to approve pending approval of Corp Counsel the Swanson Contract be put in place. Loken/James. MC/UN.

- Law Library. Inmate access for viewing materials. This will cost about \$8,000. This will most likely come out of Jail Assessment or Commissary. Further discussion was held on if there will be enough money in Commissary and Jail Assessment to cover all of these above expenses.
- Update on Humane Officer positions. Discussion.
- Ed Barons Resignation. The two new humane officers Dale Behling and Paul Kahr are out there working on their own right now. The Sheriff has had lengthy conversations with them and they are to work in the capacity they can. When they return from their schooling which is scheduled for 10/20/09, they will work a normal schedule of two weeks on and two weeks off.
- Update on the Jail Shower Project. This will be taking place in December. This will come out of Commissary and/or Jail Assessment Funds.
- Update on HPL (Health Professionals Ltd.) contract. In the process of negotiating a new contract. This is in Jack's office for approval.
- Summary Report of Expense Vouchers submitted for payment. Submitted and discussed.
- Jail Inspection Report. Discussion. Question on why inmates were located in other places. Facilities could mean mental health facility, hospital or other jail. Also education from MSTC was questioned. Overall, this year's jail inspection was an improvement over last year. Several questions by Sebastiani asked and answered by Chief July and Sheriff Renner.
- 2010 Vehicle Purchases. Discussion. Chief July talked with Chris Murphy. Let him know about the trucks and as soon as we can make that happen we will. This is the transfer of the vehicle purchase from the Sheriff's Department to Land and Water.
- Committee called for a five minute break. Return to open session at 11:25 a.m.

19. At 11:27 a.m., the Committee convened in closed session per § 19.85(1) (e) and (1)(g), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Roll call vote: Sebastiani-Yes. Loken-Yes. James-Yes. Kotlowski-Yes. Johnson-Yes. MC/UN.

1. Employee Furloughs

18. At 12:00 pm, the Committee reconvened in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Loken/James. MC/UN

19. Approval by Kotlowski/Loken MC/UN to approve purchase order/voucher reports. All approved.

20. Set next meeting date. Next meeting is October 14th, 2009 at 9:00 a.m.

21. Action items for next meeting. Chief July will obtain more information from Captain Beckman regarding the washing machines in Jail.

22. Adjournment at 12:03 p.m. Johnson/Kotlowski. MC/UN.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
 Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter/Beckman

ADAMS COUNTY PUBLIC WORKS COMMITTEE
July 8, 2009, 6:00 PM
LANDFILL OFFICE, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
David Renner, Secretary
Florence Johnson

MEMBERS ABSENT/EXCUSED: Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan
Everett Johnson

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, AND RENNER PRESENT. KECKEISEN-ABSENT/EXCUSED. *Motion by Renner, second by Johnson, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JUNE 11, 2009: *Motion by Renner, second by Johnson, to approve the Open Session minutes as corrected for the June 11, 2009 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: There was no correspondence to bring before the Committee.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for June 2009 and discussion was held. *Motion by Renner, second by Morgan, to approve the Financial Report for June 2009. All in favor. Motion carried.* She then presented the Monthly Check Summary for June 2009 and discussion was held. *Motion by Johnson, second by Babcock, to approve the Check Summary Report for June 2009. All in favor. Motion carried.* Ms. Diemert next handed out information on the Governor's budget that was passed. The environmental and recycling surcharge fee increases will be effective 7/1/09 and 10/1/09 and need to be passed on to our customers as these increases go directly to the DNR and do not benefit our budget. Ms. Diemert stated that all the Towns with drop-off sites were notified of the increases and how much they would affect their 2009 budgets. She also stated that 27% of our tip fee will go to the DNR. *Motion by Johnson, second by Babcock, to increase the tip fee to reflect the increased environmental & surcharge fees. All in favor. Motion carried.* Ms. Diemert next explained increases that will be proposed for 2010. One increase will be for the haul fee to the Town drop-off sites as we need to cover all of our costs for trucking, fuel & labor in servicing them. Further discussion will follow on any increases for the 2010. Discussion was also held on how increased tip fees are detrimental to our landfill because people are going to go back to the burn barrel,

dumping and burying their garbage because of the high cost of disposal. Ms. Diemert then reported on a national waste study that shows that waste disposal is down 9-14% due to the economy. We are currently down 13%.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated July 8, 2009 (see attached copy) and discussion was held. *Motion by Morgan, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.*

EMPLOYEE COMP TIME & VACATION ANNUAL REPORT: Ms. Diemert handed out & reviewed copies of the annual Employee Comp Time & Vacation Report. *Motion by Johnson, second by Renner, to approval the Employee Comp Time & Vacation Report as presented. All in favor. Motion carried.*

UPDATE ON LTC/DNR OPTIONS: Ms. Diemert reported that no word has been received yet on the LTC release of funds. She has contacted the DNR again to find out when we will hear something, although they have undergone staffing cuts.

UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert stated that Strongs Prairie has appointed a new Committee, the Strongs Prairie Advisory Committee for the Adams County Solid Waste-Landfill & Recycling. This Committee consists of the Town Chair, Kay Olson-Martz, and Paul Cook. A letter was received from the Clerk asking that we formally submit a written proposal requesting to renegotiate a part of the agreement and specifying what we want. Ms. Diemert read her response to the Town and discussion was held. This letter will be forwarded to Corporation Counsel and Administrative Coordinator.

EMPLOYEE UPDATE/LTE HIRING APPROVAL & SELECTION: Ms. Diemert reported on the employee status and stated that two LTE's have been hired to assist with the summer workload. We have received verbal confirmation that the driver who has been off since October 2007 was offered a disability for the Worker's Comp injury. Ms. Diemert presented the Personnel Recruitment Form with attached Job Description for review. She stated that she would like to get the Committee's approval on this now, and when we get notified in writing on the disability status, we can forward the form to the Personnel Director and Administrative Coordinator. This will save time. Discussion was held on filling the position and Ms. Diemert explained that we will be in construction of cell #4 this fall & next summer, the LTE's can only work 599 hours in any calendar year, and we need drivers on the road to earn the revenues needed for meeting our expenses in our Enterprise Fund. *Motion by Morgan, second by Johnson, to approve and sign the Personnel Recruitment Form. All in favor. Motion carried.* Ms. Diemert continued by explaining that the Job Descriptions are supposed to be reviewed and approved by the Home Committee every three years. She stated that she and the foreman have reviewed the current job descriptions and no changes are recommended. *Motion by Johnson, second by Babcock, to approve the job description and attach it to the Personnel Recruitment Form. All in favor. Motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert did not have any new trainings to approve. She reminded the Committee to mark their calendars for the NEWCMG Fall Conference in Waupaca on September 30, October 1st & 2nd.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda:

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, August 12, 2009 at the Landfill at 6:00 PM. *Motion by Renner, second by Morgan, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:45 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY PUBLIC WORKS COMMITTEE
August 12, 2009, 6:00 PM
LANDFILL OFFICE, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
 Dean Morgan, Vice-Chair
 David Renner, Secretary
 Florence Johnson

MEMBERS ABSENT: Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
 Barb Morgan
 Hank Strohmeyer
 Steve Bischoff

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 6:03 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, AND RENNER PRESENT. KECKEISEN-ABSENT. *Motion by Johnson, second by Renner, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JULY 8, 2009: *Motion by Renner, second by Morgan, to approve the Open Session minutes as printed for the July 8, 2009 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a letter from Warden Holinka from the Community Relations Board describing their energy conservation efforts that include using rain barrels to collect water for their gardens, and using push mowers for mowing.

Ms. Diemert also presented an email describing state funds where \$239 million dollars was taken from to help offset the State deficit. \$37.8 million was taken from the Recycling Fund as well as \$65.8 million from the Transportation Fund. There was no other correspondence to bring before the Committee.

Ms. Diemert then reported that she will be gone from August 20 – 24th out of state, and also will be off from August 25th – 28 on vacation, although she will attend four scheduled meetings during that time.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for July 2009 and discussion was held. *Motion by Morgan, second by Babcock, to approve the Financial Report for July 2009. All in favor. Motion carried.* She then presented the Monthly Check Summary for July 2009 and discussion was held. *Motion by Johnson, second by Renner, to approve the Check Summary Report*

for July 2009. All in favor. Motion carried.

Next presented and reviewed the 2010 budget, as well as all of the associated forms required to be submitted with the budget. Ms. Diemert stated that the tax levy portion of our budget for 2010 has been **decreased by 4.36%**. She reminded the Committee that we were instructed to increase the budgets no more than 3%. She also explained that she met with the auditor on Monday and will now have to split the Solid Waste Account into several more Accounts and Line Items so the budget that will be submitted will look different than this one, however, the bottom line will remain the same. She also presented a list of proposed price increases for 2010. Discussion was held. ***Motion by Johnson, second by Renner, to approve the 2010 Budget, the proposed price increases for 2010, and all attachments to the 2010 Budget as presented. All in favor. Motion carried.*** Ms. Diemert then reviewed the Department Program & Service Prioritization list and discussion was held. ***Motion by Johnson, second by Morgan, to approve the Department Program & Service Prioritization as presented. All in favor. Motion carried.***

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated August 12, 2009 (see attached copy) and discussion was held. ***Motion by Morgan, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.***

UPDATE ON LTC/DNR OPTIONS: Ms. Diemert reported that we have received approval from the DNR to release \$750,000 from our LTC fund. The Auditor, Administrative Coordinator, Treasurer and the bank were all given copies of this letter.

UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert submitted a letter received from the Strongs Prairie Landfill Advisory Committee asking for further information on Juneau County's waste, as well as her response with the information requested. Discussion was held.

EMPLOYEE UPDATE/LTE HIRING APPROVAL & SELECTION: Ms. Diemert next reported that there has been no change on the employee's status who is still on Worker's Compensation since October, 2007.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert did not have any new trainings to approve. She did submit a voucher and Expense Report for her meals and mileage for the last 4 months. There was some discussion if the Expense Report is still required for budgeted trainings. ***Motion by Renner, second by Morgan, to approve and sign the Employee Expense Report. All in favor. Motion carried.***

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Updates on the Budget, LTC and Strongs Prairie/Juneau County agreement.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, September 9, 2009 at the Landfill at 6:00 PM. ***Motion by Johnson, second by Babcock, to adjourn until the next meeting. All in favor. Motion carried.***

Meeting adjourned at 8:04 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY PUBLIC WORKS COMMITTEE

THURSDAY, AUGUST 13, 2009, AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
David Renner, Secretary
Florence Johnson

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner and Terry Byron

MEMBER ABSENT: Michael Keckeisen ~ Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, August 13, 2009.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, RENNER AND JOHNSON. MEMBER ABSENT: KECKEISEN ~ EXCUSED

APPROVAL OF AGENDA: *Motion by Johnson to approve the Agenda as presented, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETINGS (JULY 9, 2009 REGULAR MONTHLY MEETING): *Motion by Renner to approve the Minutes as printed of the Adams County Public Works Committee Meeting for JULY 9, 2009 Regular Monthly Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

SIGN REQUEST ~ CASTLE ROCK MOTEL: *Motion by Renner to grant Castle Rock Motel an extension of 60 days for sign removal and extension to start at the time right-of-way is located, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

CONSIDER APPROVAL TO BID COUNTY ROAD J PROJECT (6TH COURT TO COUNTY ROAD G): *Motion by Renner to approve advertising for bids for the County Road "J" Project from 6th Court to County Road "G", with project to be completed in 2010, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW AND ACT ON 2010 INSPECTION CONTRACT FOR COUNTY ROAD J PROJECT (6TH COURT TO COUNTY ROAD G): *Motion by Morgan to approve the County Road "J" Project (6th Court to County Road "G") Construction Inspection Contract with Ayres Associates for an amount of \$159,610.40, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING

August 13, 2009 ~ 9:00 A.M.

COUNTY ROAD Z (STH 82 TO CTH "F") RELOCATION ORDER: *Motion by Renner to approve the Relocation Order for County Road Z (STH 82 to CTH "F") Project as prepared by Timbers-Selissen Land Specialists, second by Johnson. VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

COUNTY ROAD B RIGHT-OF-WAY PLAT AND RELOCATION ORDER: *Motion by Johnson to approve the Right-of-Way Plat and Relocation Order for County Road "B" Living Snow Fence Project as prepared by Timbers-Selissen Land Specialists, second by Renner. VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

2010 STATE RMA (ROUTINE MAINTENANCE AGREEMENT) BUDGET: *Motion by Renner to request that the "Outagamie County" addendum be added to the Adams County 2010 State Routine Maintenance Agreement, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* (Attached is the "Outagamie County" addendum)

2010 BUDGET: *Motion by Renner to approve the 2010 Highway Budget as adjusted by the Public Works Committee, which does bring the Highway 2010 Budget in the 3% allowable increase: TOTAL REVENUES \$6,655,592, TOTAL EXPENSES \$6,655,592, COUNTY TAX LEVY \$3,513,908.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL TO BID 2010 QUAD-AXLE PLOW TRUCK: *Motion by Morgan to approve advertising for bids for a 2010 Quad-Axle Plow Truck, with delivery in 2010 as this could save approximately \$8,000 - \$10,000 due to the new emission changes, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW, DISCUSS AND ACT ON ISSUES RELATING TO TIGER (TRANSPORTATION INVESTMENT GENERATING ECONOMIC RECOVERY) GRANT: *Motion by Johnson to select the State Road 13 & State Road 82 as the primary corridor and to submit the same for funding under the TIGER (Transportation Investment Generating Economic Recover) Grant, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Seal Coating Road in Town of Strongs Prairie
- Seal Coating Roads in Portage County
- Repairing blow outs on State Roads 82 & 13
- Painting
- CTH "J" is completed and open to traffic
- CTH "Z" (STH 21 to 18th) Public Information Meeting was held
- Updated committee Online Equipment Status

FINANCIAL REPORT: *Motion by Renner to approve the July 2009 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING

August 13, 2009 ~ 9:00 A.M.

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VOUCHERS: The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the August 6, 2009, Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Morgan to approve the check summary report / vouchers as presented, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

ADJOURN AND NEXT MEETING DATE: *Motion by Morgan, second by Renner, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, September 10, 2009 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:13 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY PUBLIC WORKS COMMITTEE
September 9, 2009, 6:00 PM
LANDFILL OFFICE, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
David Renner, Secretary
Florence Johnson

MEMBERS EXCUSED: Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan
Nancy Wical
Everet Johnson

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, AND RENNER PRESENT. KECKEISEN-ABSENT/EXCUSED. *Motion by Renner, second by Morgan, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM AUGUST 12, 2009: *Motion by Johnson, second by Renner, to approve the Open Session minutes as printed for the August 12, 2009 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a letter from the Operating Engineers Local 139 regarding the mandatory furlough days.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for August 2009 and discussion was held. *Motion by Morgan, second by Renner, to approve the Financial Report for August 2009. All in favor. Motion carried.* She then presented the Monthly Check Summary for August 2009 and discussion was held. *Motion by Renner, second by Babcock, to approve the Check Summary Report for August 2009. All in favor. Motion carried.*

Ms. Diemert next reported that the 2010 budget, as well as associated forms required, were submitted to the Admin/Finance office. Ms. Diemert stated that the tax levy portion of our budget for 2010 has been decreased by 4.36%. She also explained that Solid Waste Accounts were split into several more revenue and expenditure accounts, as well as new line items added.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated September 9, 2009 (see attached copy) and discussion was held. *Motion by Morgan, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

UPDATE ON LTC/DNR OPTIONS/RESOLUTION TO RETAIN FUNDS IN SW ACCOUNT:

Ms. Diemert reported that she presented a resolution to Corp. Counsel and Administrative Coordinator for review. The resolution is to pay off our deficit and keep the balance in the Solid Waste Account to purchase needed equipment. She stated that the Admin. Coordinator suggested rewriting a joint resolution form Public Works and Admin & Finance Committees. There was some discussion on the amount of our deficit and the balance to be kept in the Public Works Department. This item is on the joint Admin & Finance Committee/Public Works Committee agenda for September 10th at 9:00 AM and further discussion will take place. It was the recommendation of the Public Works Committee that this resolution be tabled until confirmation of the numbers is available. We have not yet received the final letter from the DNR on releasing the money.

UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert stated that she has not heard back from Strongs Prairie since her last report. Discussion was held. She also reported on a survey of other County landfills that show that none of them offer free tippage to their host township.

EMPLOYEE UPDATE: Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker's Compensation claim since October 2007.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented information on the NEWCMG/WCSWMA Fall Conference in Waupaca and inquired which Committee members plan to attend and who would need rooms. This was budgeted.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Updates on the Budget, LTC and Strongs Prairie/Juneau County agreement.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, October 14, 2009 at the Landfill at 6:00 PM. *Motion by Johnson, second by Babcock, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:52 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Resource & Recreation Committee
Minutes of Meeting
 July 10, 2009 @ 9:00 AM
 Adams County Community Center
 569 N. Cedar Street, Room 123
 Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 9:15 AM, in Room 103, Adams County Community Center by Chair Dehmlow.
2. **Roll Call:** Board Members: Stuchlak, Dehmlow, Hartley, Renner and Licitar. Agents present Genrich, Felts-Podoll and Swensen.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Stuchlak and Second by Licitar to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Licitar Second by Hartley to accept minutes of the Resource & Recreation Committee of June 10, 2009 as presented. Motion carried.
6. **Public Participation:** None
7. **Extension Communication:** None.
8. **Items for Action or Discussion:**
 - a) **Review Financial Statements for June 2009:** Committee reviewed and discussed. Check Summary for June was reviewed. Motion by Hartley Second by Stuchlak to place on file financial reports.
 - b) **Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll and Approve Out-of-County Calendars –** Motion by Licitar Second by Stuchlak to place Monthly Reports on file and approve out of county travel for agents. Motion carried.
 - c) **WACEC:** Committee members were positive about the educational opportunities presented at the conference. Glenn Licitar was recognized at the conference for his 5 years of service. A picture was taken with the Chancellor and District Director and will be placed in the local paper with an article.
 - d) **Budget Savings Measures:** Ten cost saving measures that were developed by Extension staff were shared with the Committee. This document will be added to the County budget package for Finance Committee.
The Committee recommended that Alliant Energy be contacted regarding an energy audit. Edie will share this recommendation with Administrative Coordinator and Maintenance Director.
9. **Set Next Meeting Date:** Motion by Stuchlak Second by Renner to set August 4, 2009 at 9:00 a.m., in room 103 of the Adams County Community Center for the next meeting. Motion carried.
10. **Agenda Items for Next Meeting:**
 - County Budget
 - State Furloughs
 - WACEC Questionnaire
11. **Adjourn:** Motion by Licitar and Second by Stuchlak adjourn until 9:00 a.m., August 4, 2009 at the Adams County Community Center. Motion carried. Meeting adjourned at 10:45A.M.

Minutes taken by Edie Felts-Podoll
 Family Living Educator
 UW-Extension, Adams County

 Glenn Licitar, Committee Secretary

Resource & Recreation Committee

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August 5, 2009

The meeting was properly announced.

Roll Call; Committee members were all present and Glenn Licitar was acting as secretary. Others that was present were Fred Nickles from parks and Darrin Johnson W.R.P.C.O.. Darrin lead the tour of the DelAire campground and marina.

After much discussion on the long term lease between W.R.P.C.O. and Adams County. Joe Stucklak made a motion and Gary Hartley second it to not enter into a lease agreement with W.R.P.C.O.. Motion carried by unanimous vote with the chair person Not voting.

Joe Stucklak and the committee thanked Darrin Johnson from W.R.P.C.O. for Offering the lease argument to Adams County.

We adjourned from W.R.P.C. Campground and left at 6:30 P.M. to go to Castle Rock County Park to reconvene at 6:40 P.M.. There we were joined by Mark Miller park manager and Jerry, and others that were concerned seasonal campers. Mark and Fred took us into the south park daily and weekly campground sites. We saw the boat launch, boat slips, and the shoreline buffer that needs work.

We adjourned at 8:00 P.M.

Minutes by Glenn Licitar



**Resources and Recreation Committee Meeting
Courthouse Conference Room A231
August 12, 2009 9:00 a.m.**

Call to Order: Meeting was called to order at 9:08 a.m. by Chairperson Dehmloew.

The meeting was properly announced.

Roll Call: Committee Members: Committee Chairperson Fran Dehmloew, Gary Hartley, Joe Stuchlak, Dave Renner, and Glenn Licitar. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller, Castle Rock Park Manager, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Jerry Dye and Betty Licitar – Concerned Citizen.

Approve Agenda: Motion by Licitar/Stuchlak to approve the agenda as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

Previous Minutes: Motion by Renner/Hartley to approve the July 14 and August 5, 2009, minutes as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

Agenda Items:

Committee Recreation Report: None.

Correspondences /Special User Requests: None.

Public Participation: None.

Tri-Lakes User Fees: Director reported Dick Wilkes contacted him to request the Tri-Lakes Association members be exempt from paying a user fee in the Tri-Lakes area. Director informed Mr. Wilkes he would have to attend this Parks meeting and make his request to the Committee; however, Mr. Wilkes did not call or show up for the meeting. No action was taken.

Outlying Parks: Director reported the Big Roche-A-Cri boat landing that was partially destroyed when a vehicle that went into the water was being removed, has been repaired. The vehicle owner's insurance will pay for the repairs and bill have been forwarded.

Stuchlak reported Ayres Associates are concerned the Shermalot Ski Team is causing shoreline damage at Arrowhead. A new law goes into effect in February 2010 that requires 100' slow/no wake from shoreline. There will be a meeting to discuss this with the ski team, Land and Water Conservation Dept., and Parks Dept., and the Committees prior to next season. The new ruling could possibly require boat landings be moved also. Committee will review possible wash down stations be installed at some of the boat landings when the outlying parks are toured.

ATV Trail Report: Coordinator reported the new ATV trail segment ribbon cutting ceremony was held and the trail is open for the public's use.

Renner stated a private ATV trail in Monroe Center area will be closing; however, this will not affect the regular trail system.

Snowmobile Trails Report: Coordinator will be attending the September Snowmobile Association meeting to discuss easements and trail insurance.

Employee Status Report(s): Minimum wage increased to \$7.25 per hour July 24, 2009, therefore, several employees required a wage adjustment. Director distributed a copy of the current employee list with their current wage and proposed wage increase. Director will be reviewing with the Administrative Coordinator for final approval.

Equipment Purchase(s): Castle Rock Park recently purchased a mower out of approved budget allocation for 2009.

Revenue Report: Committee reviewed the report.

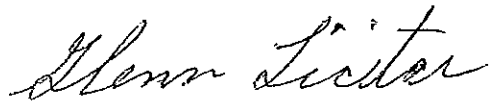
Expense Check Summary Report: Reviewed by Committee.

Future Agenda Items: No requests were made.

Next Meeting Date: August 18, 2009, 9:00 a.m., Courthouse Conference Room A231, to review the 2010 proposed budget. August 31, 2009, Courthouse Conference Room A231, for the next regular monthly meeting followed by a tour of the North and South Outlying Parks recreational facilities.

Adjourn: Motion by Stuchlak/Licitar to adjourn at 10:03 a.m. Motion carried by unanimous vote. Committee Chairperson did not vote.

Submitted by,



Glenn Licitar
Committee Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Resource and Recreation Committee

Resources and Recreation Committee Meeting
August 18, 2009
9:00 a.m.
Adams County Courthouse Conference Room A231

Call to Order: Meeting was called to order by Chairperson Dehmloew at 9:11 a.m.

The meeting was properly announced.

Roll Call: Fran Dehmloew - Chairperson, Committee Members: Joe Stuchlak, Gary Hartley, and Dave Renner, and Glenn Licitar. Others present: Fred Nickel - Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, and Mark Miller – Castle Rock Park Manager.

Agenda Items:

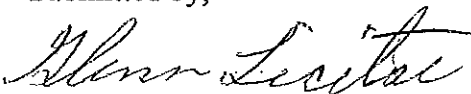
2010 Budget: Proposed 2010 budget was reviewed and discussed by Committee.

- Motion by Stuchlak/Hartley to reduce account 100-41-55300-350 to \$1500.00, with ½ being allocated to the Soccer League and ½ being allocated to the Little League programs. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Stuchlak/Renner to not fill the Petenwell Park student intern position for 2010 and to reduce account 100 41 55410 121 by \$5800.00. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Renner/Hartley to eliminate \$3860.00 from account 100 41 55420 121, Outlying Parks LTE position. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Stuchlak/Licitar to eliminate a Park Aide Level I Class I position from Petenwell Park and reduce account 100 41 55410 121 by \$4350.00, and reduce account 100 41 55410 210 by \$776.00. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Renner/Stuchlak to reduce account 100 41 55410 910, Capital Improvements, by \$5000.00. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Stuchlak/Renner to eliminate two LTE positions from Castle Rock Park and reduce account 100 41 55450 121 by \$8966.00, and reduce account 100 41 55450 210 by \$685.90. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Stuchlak/Hartley to reduce account 100 41 55450 910, Capital Improvements, by \$5000.00. Voice vote, all ayes. Chairperson did not vote. Motion carried.
- Motion by Stuchlak/Licitar to make the necessary changes to the revenue side of the budges to offset the above expenditure budgets. Voice vote, all ayes. Chairperson did not vote. Motion carried.

Committee requested the August 31, 2009, meeting agenda be amended to include 2010 budget review and bid specifications for dump station septic upgrade at Petenwell Park reviewed for posting.

Adjourn: Motion by Renner/Hartley to adjourn at 11:30 a.m. Voice vote, all ayes. Chairperson did not vote. Motion carried.

Submitted by,



Glenn Licitar
Committee Secretary

**Resources and Recreation Committee Meeting
Courthouse Conference Room A231
August 31, 2009 9:00 a.m.**

Call to Order: Meeting was called to order at 9:12 a.m. by Chairperson Dehmlow.

The meeting was properly announced.

Roll Call: Committee Members: Committee Chairperson Fran Dehmlow, Gary Hartley, Joe Stuchlak, Dave Renner, and Glenn Licitar. Others present: Fred Nickel – Director Parks/Recreation and Rita Kolstad – Parks Admin. Clerk/Bookkeeper.

Approve Agenda: Motion by Renner/Licitar to approve the agenda as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

Previous Minutes: Motion by Stuchlak/Licitar to approve the August 12 and August 18, 2009, minutes as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

Agenda Items:

Committee Recreation Report: Stuchlak reported the MSA calendar features the Petenwell Park harbor for September 09.

Correspondences /Special User Requests: Director passed the photo/thank you cards around for Committee's review from the Little League and Soccer teams.

Public Participation: None.

2010 Budget Review: Director distributed the proposed revised Skyward budget with the amendments. Supporting budget documents were also reviewed. Motion by Stuchlak/Hartley to approve the proposed 2010 budget as presented and forward to Finance Committee for approval. Motion carried by unanimous vote. Chairperson did not vote.

Bid Specifications for Dump Station Septic Upgrade for Petenwell Park: Committee will meet on September 16, 2009, at 9:00 a.m., Room A231 to review Corporation Counsel's recommendations.

Outlying Parks: Committee will tour with Director following agenda items.

ATV Trail Report: Coordinator will show Committee the new trail segment while on park tour.

Snowmobile Trails Report: Coordinator will be attending the September Snowmobile Association meeting to discuss easements and trail insurance and will update Committee at September 16 meeting.

Employee Status Report(s): Some LTE's are done for the season and back in college.

Equipment Purchase(s): None.

Future Agenda Items: Update Committee on snowmobile easement form and snowmobile association meeting.

Bid specifications for dump station septic upgrade at Petenwell Park reviewed for posting.

P120

Next Meeting Date: September 16, 2009, 9:00 a.m., Courthouse Conference Room A231, for the above items.
October 13, 2009, 9:00 a.m., Courthouse Conference Room A231 for the regular monthly meeting.

Committee and Director left Courthouse at approximately 9:50 a.m., to tour the North and South Outlying Parks recreational facilities.

Adjourn: Motion by Stuchlak/Licitar to adjourn at 3:08 p.m. Motion carried by unanimous vote. Committee Chairperson did not vote.

Submitted by,

Glenn Licitar
Committee Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Resource and Recreation Committee

Resource & Recreation Committee
Minutes of Meeting
 September 3, 2009 @ 9:00 AM
 Adams County Community Center
 569 N. Cedar Street, Room 123
 Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 9:10 AM, in Room 103, Adams County Community Center by Chair Dehmloew.
2. **Roll Call:** Board Members: Stuchlak, Dehmloew, Hartley, Renner and Licitar. Agents present Felts-Podoll, Swensen and Genrich.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Stuchlak and Second by Hartley to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Stuchlak Second by Licitar to accept minutes of the Resource & Recreation Committee of August 4, 2009 as presented. Motion carried.
6. **Public Participation:** None
7. **Extension Communication:** None.
8. **Items for Action or Discussion:**
 - a) **Review Financial Statements:** Current Financial Statements and Check Statement for July were reviewed.
 - b) **Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll and Approve Out-of-County Calendars –** Motion by Licitar Second by Stuchlak to place Monthly Reports on file and approve out of county travel for agents. Motion carried.
County Budget Review: Felts-Podoll lead committee members through each document that was required for the review. Budget reduction was done at July meeting however an additional reduction was found and brought to committee. Motion by Second by Hartley to forward the completed package to Finance Committee. Motion carried.
 - c) **Space Study:** Discussed space needs for the Extension Department.
 - d) **7-County Ag Specialization:** Don tool reservations for the September 24th 7-County Ag Specialization Meeting at Hancock at 5:30 p.m. Four of the five committee members plan to be in attendance. The meeting will need to be posted due to the number of Committee members who plan to attend.
9. **Set Next Meeting Date:** Motion by Stuchlak Second by Renner to set October 14, 2009, 9:00 a.m., in room 103 of the Adams County Community Center for the next meeting. Motion carried.
10. **Agenda Items for Next Meeting:**
 - County Budget Update
 - Space Study
11. **Adjourn:** Motion by Renner and Second by Hartley adjourn until 9:00 a.m., October 14, 2009 at the Adams County Community Center. Motion carried. Meeting adjourned at 11:45A.M.

Minutes taken by Edie Felts-Podoll
Family Living Educator
UW-Extension, Adams County

Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

MINUTES
SCLS BOARD OF TRUSTEES
July 13, 2009 12:15 p.m.
SCLS Administration

Present: R. Barden, C. Chapman, F. Cherney, L. Davis-Brown, E. DeSmidt, M. Furgal, J. Hanson, J. Harrington, T. Iaccarino, B. Keen, S. Martin, M. Nelson, T. McIlroy, J. Pugh,

Also Present: H. Moe, P. Davis, S. Morrill

Absent: M. Cole, J. Morre

Excused: J. Healy-Plotkin, T. Kriegl, N. Nelson, H. O'Donnell, G. Poulson, L. Schmidt, P. Townsend, P. Westby

Call to Order: J. Pugh, President, called the meeting to order at 12:15 p.m.

-
- a. ~~Introduction of guests/visitors and new board members. Mary Nelson, newly~~
appointed Adams County alternate, was introduced.
 - b. Changes/additions to the agenda: None
 - c. Requests to address the board: None

Minutes: R. Barden moved approval of the June 8, 2009 minutes. T. McIlroy seconded. Motion carried.

Bills for Payment/Financial Statements: S. Martin reviewed the bills for payment in the amount of \$606,743.98 and moved approval. J. Harrington seconded. Motion carried.

President's Report: J. Pugh noted Bob & Phyllis Keen celebrated their 60th wedding anniversary.

Committee Reports:

Advocacy: F. Cherney noted the committee decided on the meal options for System Celebration and the Sun Prairie High School Jazz Ensemble will be the musical entertainment for the event.

Budget Committee - Approval of the 2009 mid-year budget: L. Davis-Brown moved approval of the 2009 mid-year budget on behalf of the Budget Committee. J. Hanson seconded. Motion carried.

SCLS Foundation Report: L. Davis-Brown noted Paul Nelson volunteered to be the citizen member for the Foundation Board. The committee will be meeting following the board meeting. Financial reports will be available for the board next month and a fundraising campaign is in the works.

Circulation and ILL Statistics: None.

System Director's Report:

Phyllis noted Lauren Blough, Automation Project Manager, has announced her retirement. Changes to the job description have been proposed to make it more of a technology head position. A draft job description will be available for review by August 3rd, with the job posted by August 17th. We would like to make an offer by November for work to begin in January.

Our Governance Task Force is currently working to create and detail a new governance structure and a process for its adoption. Directors of member libraries are scheduled to meet on September 18th for a conference to discuss the proposed new governance model and suggest changes. A new governance model and agreement is scheduled to come before our member library boards by mid-October for action at their November or December meetings. The governance change will also require all current LINK member libraries to vote to disband the consortium at the LINK meeting scheduled for December 10th. If the LINK vote to disband passes, the SCLS Board will adopt by-laws reflecting the governance change at the December 14th Board meeting.

New Glarus received a Big Read grant from the National Endowment for the Arts in the amount of \$4,500 for Fahrenheit 451.

Oregon is so busy they are concerned about the fire code. Their building fire code specifies 190 people, but at times they may have up to 300 people in the library at one time!

Although the Fitchburg city council needs to formally approve the architect for their new building, they have chosen Engberg Anderson, and the construction management firm will be Mortenson. Engberg states they can "fast track", which may be good for Fitchburg so they can take advantage of discounted material costs, etc. Deb Johnson, Acting Director, is hoping for a May 2011 opening date. SCLS has not done this in the past, but next month a resolution will come before the SCLS Board to treat Fitchburg as a member of the system, assuming Fitchburg will sign the membership agreement and join officially when they open their doors.

Some questions have been raised about accommodations for developmentally challenged patrons who take part in story time and teen programs. Libraries have to make reasonable efforts, but do not have to assign one-to-one staff assistance as do schools.

The Prairie du Sac building committee met and approved the library moving into the building donated by Culvers.

The Mead Library in Sheboygan, which is the resource library for Eastern Shores Library System, may be forced to leave the consortium if the budget cuts cause the library budget to fall below a state-mandated "maintenance of effort". If the Mead library were to leave

the system, its collection, which is about 1/3 of the system's holding, would be unavailable to other library patrons in Ozaukee and Sheboygan counties without them paying an additional fee.

Dane County directors are being asked/told to furlough staff, give 2009 money back, and receive 0% increase or cuts in 2010. Once allocated, funds are controlled by the Library Board, so a municipality cannot make the library give money back. Although Directors know that, they want to "go along to get along". Some Directors are being asked to furlough staff in 2009 and carry over the money they saved into 2010, so they don't need to ask/get as much in 2010.

Nationally, bit cuts are proposed, even in Ohio, which historically have been the best funded libraries in the country.

Seven LSTA grants will be submitted. May great ideas have been generated by member libraries and staff and we are encouraging member libraries to apply for digitization and health information grants.

The West Bend controversy over the challenged books in the young adult section has made national coverage. Michael Tyree, Director of West Bend Library, will be speaking at WLA.

Sun Prairie received a challenge of the book "The Poet Slave of Cuba", which is a Newberry honor book. A teacher, who had recently taken a class where the Newberry winners were discussed, stated "we" are concerned about the book and asked that it be moved, but not withdrawn.

The WLA Conference will be held in Appleton October 21 – 23. Speakers include Lee Rainie, Director of the Pew Internet & American Life Project, Peter Hamon, Cheryl Becker and Stef Morrill.

Stef noted the guidelines for the federal broadband stimulus grants were released last week, and the news is not good for the two grant projects SCLS and the member libraries were going to be part of. 80% of the funding appears to be targeted to applications from telecommunication carriers, and the deadline is sooner than expected. The projects will probably still go ahead, and could provide inexpensive fiber to us and member libraries.

A patron at the Kilbourn Public Library in Wisconsin Dells was complaining that there weren't enough computers at the library, and then offered to buy the library some laptops to help with the volume. The library has ordered six laptops with webcams (so that students working in the Dells for the summer can communicate with their families) with the funds.

The OverDrive bookmobile visited Madison on July 2nd. There were just over 100 visitors to the truck, which is pretty good attendance compared to other similar events.

Our tentative move date to the new facilities will be the weekend before Thanksgiving. The build-out is moving along, with all of the walls framed and dry-walling starting. Heidi Moe is coordinating the move itself, and is working to get bids from three different companies.

SCLS has started a YouTube channel <<http://www.youtube.com/user/SCLSUTube>> to keep all of our videos in one place on the web. Right now, it includes the summer library program videos and a papermaking video. There are also longer continuing education videos on a different service, but we hope to integrate it all in one place.

The BadgerLink databases, which are paid for by state funds and available to all residents of the state, have gone through a major change. The newspapers, formerly provided by Proquest, are now provided by EBSCO, the company that also provides the magazine content. Some of the newspapers available, including the Wall Street Journal, are no longer available. The coverage on some of the Wisconsin newspapers is not as complete as they used to be. Some new products have been added, including Novelist (a readers' advisory product SCLS already subscribes to), an automobile repair database, and a literature database. These new databases could result in cost savings to SCLS libraries. There is also encyclopedia content from Britannica.

There was a question last month about the bills examiner schedule and what time board members needed to arrive to do this. If the board member isn't there by 11:45, another board member will be asked to do the bills. If there are a large number of bills, the bill examiner will be called to let them know they need to arrive earlier.

Review of change to database cost model: With the use of visual aids, Stef described the process SCLS has developed throughout the years to determine who pays for databases, who has access, the authentication process, and the funding. The most recent change, which will be proposed to PLAC in August is as follows: the members pay for most databases; access is for patrons of the home library who purchased the databases; authentication is through the home library, and funding is determined by the home library card holders (versus population or operating expenditures).

Public Library Advisory Committee (PLAC) Report:

Multitype Advisory Committee (MALC) Report:

LINK Report:

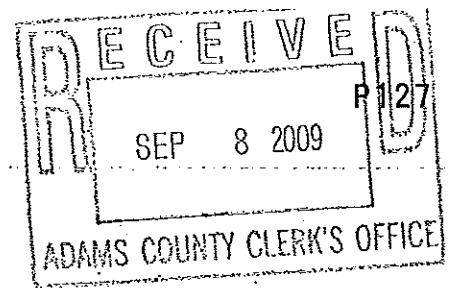
Agenda and Minutes for the above committees can be found on the web at:
<http://www.scls.info/committees/index.html>

Other Business:

Information Sharing:

Meeting adjourned at 1:25 p.m.

Heidi Moe, Recorder



MINUTES
SCLS BOARD OF TRUSTEES
August 10, 2009 12:15 p.m.
SCLS Administration

Present: R. Barden, C. Chapman, F. Cherney, L. Davis-Brown, E. DeSmidt, M. Furgal, J. Hanson, J. Healy-Plotkin, T. Iaccarino, B. Keen, T. Kriegl, S. Martin, N. Nelson, T. McIlroy, H. O'Donnell, G. Poulson, L. Schmidt, P. Townsend

Also Present: H. Moe, P. Davis, S. Morrill

Absent: J. Harrington, J. Morre,

Excused: M. Cole, M. Nelson, J. Pugh, P. Westby

Call to Order: G. Poulson, Vice President, called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

Minutes: L. Davis-Brown moved approval of the July 13, 2009 minutes with a correction to a typo error, R. Barden seconded. Motion carried.

Bills for Payment/Financial Statements: P. Townsend reviewed the bills for payment in the amount of \$89,878.78 and moved approval. J. Hanson seconded. Motion carried.

President's Report: None

New Governance Model for SCLS: Phyllis Davis discussed the new governance structure and the process for its adoption. Directors of the member libraries are scheduled to meet September 18th to discuss the new governance model and any changes that may need to be made. This governance change will require all LINK member libraries to vote to disband the consortium. The current timeline calls for the by-laws reflecting the governance changes to be brought before the SCLS Board for action at the December board meeting.

Committee Reports:

- a. **Personnel:** S. Martin moved the board go into closed session for the consideration of the performance evaluation and compensation of the system director as authorized by Wisconsin Statutes Section 19.85 (1)(c). J. Hanson seconded. A roll call vote was held. The Board went into closed session at 12:37 p.m. The Board reconvened into open session at 12:45 p.m. Luella Schmidt moved the board accept the Personnel Committee's evaluation of the Director's performance as excellent and honor her request that no change be made in her compensation for 2010. E. DeSmidt seconded. Motion carried.

Advocacy: F. Cherney noted the committee voted for the award recipients for System Celebration and shared the names of the recipients with the board. T. McIlroy moved to accept the Advocacy Committee's decision for the System Celebration award recipients. E. DeSmidt seconded. Motion carried. The advocacy marketing plan has been posted to the online toolkit. Mark Ibach will be sending questionnaires to libraries to determine what they are doing for advocacy during the year.

SCLS Foundation Report: L. Davis-Brown noted the committee set a goal of raising \$20,000 by the end of the year and announced a fundraising event set for November 12th. Peter and Ann Hamon will be awarded the SCLS Foundation Cornerstone Award at the event. The annual joint meeting of the SCLS Foundation Board and member libraries will be held October 27th. The joint meeting will feature a review of our investments by our M&I wealth managers. A "Leave a Legacy" brochure is being drafted to assist those interested in remembering area libraries through the foundation in their wills. The Foundation received a grant for \$2,100 from Alliant, which will fund a kinesthetic learning workshop in September with Jim Gill as presenter.

Circulation and ILL Statistics: None.

System Director's Report:

Phyllis noted the first pandemic planning meeting was held and some things discussed included mission critical tasks, communication with staff, and updating language in the employee handbook. One of the board members suggested we contact Dane County to inquire about receiving flu shots for uninsured staff.

The newly hired director at Portage has resigned and they are planning to have an interim director.

Overdrive use is up 31% from last year and there are almost 36,000 patrons using it statewide.

LibLime seems to be experiencing some growing pains and we have a conference call scheduled with them this week. The implementation committee is meeting prior to LINK to discuss development projects for Koha.

Cheryl Becker was quoted in the ALA Direct (electronic newsletter) from her blogging of the ALA Annual Conference.

An article in the Portland Press Herald noted a delivery debacle for Maine's libraries. The vendor pulled out of its contract and the libraries are without delivery service. The libraries that can afford the postage are mailing books, while other libraries have resorted to personally hauling the books around.

A ballot has been presented to the National Information Standards Organization Voting Members to approve a new work item on the Physical Delivery of Library Resources. This proposal aims to develop a statement of best practices related to the delivery of library materials.

Walt Reandeau, former Director of the Sun Prairie Library and a very involved member of WLA, passed away August 6th.

Stef noted the preparation of the new SCLS facility is moving along quickly and we are on target for the space to be completed by mid-September, with the move taking place in November. The Board's Facility Committee will take a tour after the board meeting today.

The proposal for the new method of splitting costs and authenticating for databases, as described at the last Board meeting, was passed by the PLAC committee. There was an issue discovered related to the libraries that do not participate in LINK. Because they may not purge their records as regularly as LINK libraries do, their patron counts may be inflated by people who no longer use the library. SCLS will probably do something to help them out in the first year, with the expectation that they will take care of purging records before the end of the year.

There is a lot of activity around the stimulus grants for broadband. SCLS member libraries are participating in the grant to bring BadgerNet fiber connections to libraries that do not yet have fiber. SCLS is participating in a grant to build the Madison Unified Fiber Network (MUFN), which could give the headquarters a stable-cost option for connecting to the Internet.

Techbits, our technology blog, is starting to get some use from outside of the SCLS library community. Kerri Hilbelink looked at statistics, and found that a number of people are getting to the blog from Google searches, including one person who searched in French, which Google translated to English, and ended up at our blog. There have been some comments to posts by patrons, so we know we are reaching beyond library staff, which is a bit of a surprise. The address for techbits is:
<http://scls.typepad.com/techbits/>

The Baraboo Public Library is organizing an event for "Thrill the World," which is an attempt to have a world-wide synchronized dance to the song, "Thriller". They have had a lot of interest from the community. The site for the worldwide event is
<http://www.thrilltheworld.com/>

Public Library Advisory Committee (PLAC) Report:

Multitype Advisory Committee (MALC) Report:

LINK Report:

Agenda and Minutes for the above committees can be found on the web at:
<http://www.scls.info/committees/index.html>

Other Business: Action to make the Fitchburg library a provisional member of SCLS. J. Hanson moved approval of the resolution as amended. T. McIlroy seconded. Motion

carried. The resolution is as follows: The SCLS Board resolves that SCLS shall provisionally provide appropriate member services to the Fitchburg library until such time as the library is in operation, with regular, established hours. At that time the Fitchburg Library Board will meet all requirements for full SCLS membership and be expected to sign the then current SCLS Member Library Agreement.

Information Sharing:

Sue Martin was asked to relay a request from the Columbia County Library Board. They feel that in times of economic duress, those who attend System Celebration should pay for their meal instead of the system.

Meeting adjourned at 1:26 p.m.

Heidi Moe, Recorder

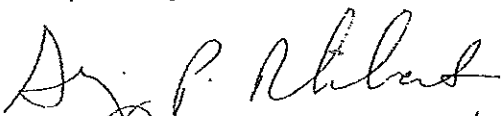
ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 430
September 1, 2009
Report for the month of August, 2009

No work was done on the Monument Maintenance Program during August.

I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully Submitted;



Gregory P. Rhinehart,
Adams County Surveyor

9/1/09

ADAMS COUNTY SURVEYOR'S OFFICE
 GREGORY P. RHINEHART, COUNTY SURVEYOR
 P.O. BOX 187, FRIENDSHIP, WI 53934
 (608) 339-4226

SUMMARY OF ACCOUNTS 2009

| | <u>RETAINER</u> | <u>PROJECTS</u> | <u>MISCELLANEOUS</u> |
|----------------|-----------------|-----------------|----------------------|
| Budget | \$3,600.00 | \$21,900.00 | \$ 500.00 |
| JANUARY | 300.00 | | 100.00 |
| Balance | \$3,300.00 | \$21,900.00 | \$ 400.00 |
| FEBRUARY | 300.00 | 10,785.62 | |
| Balance | \$3,000.00 | \$11,114.38 | \$ 400.00 |
| MARCH | 300.00 | | |
| Balance | \$2,700.00 | \$11,114.38 | \$ 400.00 |
| APRIL | 300.00 | 6,655.46 | |
| Balance | \$2,400.00 | \$ 4,458.92 | \$ 400.00 |
| MAY | 300.00 | | |
| Balance | \$2,100.00 | \$ 4,458.92 | \$ 400.00 |
| JUNE | 300.00 | | |
| Balance | \$1,800.00 | \$ 4,458.92 | \$ 400.00 |
| JULY | 300.00 | | |
| Balance | \$1,500.00 | \$ 4,458.92 | \$ 400.00 |
| AUGUST | 300.00 | | |
| Balance | \$1,200.00 | \$ 4,458.92 | \$ 400.00 |
| SEPTEMBER | | | |
| Balance | | | |
| OCTOBER | | | |
| Balance | | | |
| NOVEMBER | | | |
| Balance | | | |
| DECEMBER | | | |
| Balance | | | |
| Grand Total \$ | | | |